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60 South Market, Suite 150, San Jose, California 95113



FACILITIES MASTER PLAN
MT DIABLO UNIFIED SCHOOL DISTRICT
LPA PROJECT NO. 18136.10

FACILITIES MASTER PLAN COMMITTEE - MEETING MINUTES NO. 01

DATE: November 13, 2018
TIME: 6:00 – 8:00PM
PLACE: Concord High School, Rm 403

This report of the meeting's events, if not corrected within seven days of transmittal, shall be acknowledged as accurate and deemed as if accepted in writing by the addressee(s).

PRESENT

Dr Nellie Meyer, Superintendent
Niccole Anderson, Administrative Assistant
Sean Arbic
Lorne Barbosa, Mt Diablo HS Principal
Maria Barragan, River View MS Parent
James Barry, Ygnacio Valley ES Parent
Charlie Beigarten, Senior Trade Supervisor, M&O
Sheila Bergum, College + Career Admin, Parent
Aurelia Buscemi, Pleasant Hill ES Principal
Irene Caban
Laney Cline King, Mt Diablo ES Parent
Miriam Cortez
Lisa Crabtree, Ygnacio Valley HS Parent
Jeff Eide, College Park HS Athletic Booster President
Jose Espinosa, Asst. Supt. of Elementary Schools
Samantha Espinosa, Asst. Dir. of Human Resources
Megan Gerdts, Educational Technology / TOSA
Jeff Hagerstrand, Northgate HS Teacher (Theater Arts)
Alex Hernandez, Oak Grove MS Parent
Efa Huckaby, Ygnacio Valley HS Principal
Natalie Ivonkivich, Valle Verde ES Parent
Richard Jackson, Dir. of Facilities
Hannah Jenevein, Concord HS ASB President
Mike Jimenez, Asst. Supt. of High Schools
Scott Joseph, Diablo View MS
Nance Juner, Dir. of Fiscal Services
James Keck, College Park HS Athletic Director
Melanie Koslow, Asst. Dir. of M&O
Angela Large, Concord HS Teacher (SDC)
Martin Lejano, Concord HS Teacher (Music)
Virginia Lizarraga, Interpreter
Dominic Machi, Dir. of Food Service

DISTRIBUTION

All Present
Vittoria Abbate, Dir. College & Career and Adult Ed
Wendi Aghily, Exec. Dir. of Special Education
Patricia Bannister, Diablo View MS Principal
Jonathan Eagan, Asst. Supt. of Middle Schools
John Ferrante, Pres. of Citizen's Bond Oversight Committee
Brad Hunter, Purchasing
Ryan Leuschen, Mt Diablo HS Teacher
Terry McCormick, Pleasant Hill MS Principal
Brendan Moseley, Pleasant Hill MS Teacher
Lisa Murphy Oates, Human Resources Exec. Director
Stephanie Roberts, Willow Creek Center
Diana Zimmer, ES Librarian (Multiple Sites)
Sarah Zocolli



ACTION	ITEM NO.	DUE DATE
	Jorge Melgoza, Walnut Creek Center Todd Millison, Hidden Valley ES Suleyma Moss, Shore Acres ES Principal Frith O'Steen, Valle Verde ES Parent Robin Parks, Pleasant Hill ES Teacher Rianne Pfaltzgraff, Concord HS Principal Loretta Ramos, Meadow Homes ES Vice Principal Rose Ramos, CBO Jonathan Roselin, Asst. Dir., College & Career and Adult Ed Jennifer Sachs, Exec. Dir. of Ed. Services Megane Tchatchouang, Mt Diablo HS ASB President Emeline Thomsen, Northgate HS PFC President Kim Vaiana, Foothill MS Principal John Willford, GO Bond Staff Josh Wittman, Dir. of Technology Walter Estay, LPA Jim Kisel, LPA Andrea Pippin, LPA	

Attachment: 18 1113 FMPC 01 - Presentation.pdf

DISCUSSION ITEMS

ACTION	ITEM NO.	DUE DATE
	1.01 <u>Introductions + Committee Welcome</u> <ul style="list-style-type: none"> • Dr Nellie Meyer welcomes the committee, gives a brief introduction to the master plan, and introduces LPA. 	
	1.02 <u>Process Overview</u> <ul style="list-style-type: none"> • Jim Kisel (LPA) begins the formal presentation with an overview of LPA, the Mt Diablo USD – Facilities Master Plan (FMP) team members, and LPA’s experience with Facilities Master Plans. • Jim reviews the FMP process as one that is based in the mission and beliefs of MDUSD and commends the district on being one of the few to have a Graduate Profile. He explains that there are two approaches to a Master Plan: Type 1) One that is managed to a known dollar amount of available funding. Typically, this approach is maintenance- and repair-driven; or Type 2) One that is focused on the future and the district’s academic program vision. This type of FMP typically requires multiple rounds of funding to be fully implemented. MDUSD leadership is would like this process to land somewhere in between, recognizing the state of facilities today and the evolution of their educational program vision, without going so far that it would be impossible to implement. This master plan should remain on the “realistic side of visionary.” • Schedule: This FMP Committee (FMPC) will meet four times throughout the process, on an almost monthly basis. FMPC schedule of meeting is: <ul style="list-style-type: none"> o FMPC #1: November 13th (today) o FMPC #2: December 11th (not 12th) o FMPC #3: February 13th, 2019 	



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- Provide surroundings that inspire.
- It would be a start to at least be able to not turn students away from the library anymore.
- The master plan is feasible, user-friendly, transparent, and not a binder that sits on the shelf. It is a document that can be continuously updated and changed as needs change.
- Spend money wisely.
- More people take pride in the schools.
- Current students get to see a change in their schools.
- Safe, motivational environments for students.
- Sustainable, expandable, good for the long-term.
- Something that will last for years to come.
- Communal pride among students, teachers, administrators.
- Students look back and say wow, we did it!
- More welcoming, healthy, safe facilities.
- Positive changes that have the community focused on what we did, not what was left out.
- Implementable immediate needs to show that the Measure J support was put towards improvements the supporter's value.
- Create excitement/pride for families driving by the school saying, 'wow, that's where you're going to go to school.'
- Graduate Profile be accomplished in the facilities and create places that draw people in and want to be in.
- Long-lasting improvements.
- Rigor behind the process is key to success.
- Community wants to see a rigorous process where everyone's input is considered.
- Thoughtful, systematic with goals for process.
- Produce quality work in projects that will last.
- Well laid out plan that incorporates all stakeholder ideas and input.
- Inspire people to support future phases of the plan.
- Remain a student-centered vision!
- Create a sustainable outcome through a transparent process.
- Stakeholders feel connected to the outcome.
- Visible projects that take care of the old physical needs and the needs of the students.
- Do it right – look back at a legacy; leave people saying 'wow'.
- People see and feel the difference.
- We've done everything for students to be successful.
- Take the time to do it correctly.
- Plan you can set long- and short-term goals to and see those through. A living document that changes with the times.
- Strategically meet the needs of schools.



ACTION	ITEM NO.	DUE DATE
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- Vision becomes tangible. A plan and outcomes. All students graduate and succeed in life.
- See more parents involved and participate - collaborate.
- See change and motivate students.
- Students know we are investing in them.
- Go from me to we - community. Know we are starting a process that everyone will eventually see improvement.
- Early and sustained impact. Safety, facilities that meet/support programs, baseline constant, technology.
- Students have pride in their contributions

Submitted by: Andrea Pippin, LPA