

**Saddleback Valley Unified School District**  
**Facility Advisory Committee**  
**Summary of Minutes for 2007/2008 School Year Meetings**

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**Summary of Minutes for November 14, 2007 FAC meeting:**

Budget, Declining Enrollment and School Closure presentation presented by Steve McMahon, Assistant Superintendent of Business. FAC received a copy of "Outcome for School Closure Study" from Dr. Steven Fish. Goals set forth included reduce general fund operating expenses commensurate with reductions due to declining enrollment. Methodology combining of school populations to close school sites and reduce transportation cost. Conclusion of work, recommend 2-4 schools for closure. FAC received a draft copy of the "SVUSD Elementary School Boundary and Facility Use Study (October 2007) Report of Findings" by the "Ad Hoc" committee was also provided.

**Summary of Minutes for December 12, 2007 FAC meeting:**

FAC had a discussion to establish guidelines for FAC. It was determined that the guidelines should use logical, sequential and fair processes to evaluate each school. Next FAC established a list of criteria to be used to evaluate all 26 schools. FAC worked on quantifiable top 6 criteria for the evaluation of all schools. FAC decided sub-committee should be formed and an additional meeting should be added January 9, 2008. The sub-committee would be open to all FAC members. Their charge would be to review and define criteria to be used to screen all schools with the goal to narrow down the number of schools to be reviewed for closure.

**Summary of Minutes for January 9, 2008 FAC Sub-Committee meeting:**

Criteria was reviewed and defined by sub-committee. Criteria narrowed down to looking at three variables: Projected Enrollment, Capacity Utilization, and Location (distance to next closest school). A proposed Scoring criterion was developed. District staff would prepare data for use at next FAC meeting. The final criteria for the first round: 2011/2012 School Year projected student enrollment by site scale of 1 to 5 ; 2001/2012 School Year projected capacity utilization by site scale of 1 to 5 ; and Distance from each school site to next closest school site. This criteria will be used in a first attempt to narrow the list of school to be considered for school closure at the January 30 FAC meeting.

**Summary of Minutes for January 30, 2008 FAC meeting:**

Began meeting with unanimous vote of those present for using "first cut" method developed by sub-committee: Rating 1-5 of 3 criteria (2011/12 projected enrollment, 2011/12 utilization, and distance to next closest school.) Top schools with lowest final scores will be removed from list of schools warranting further consideration for closure (lowest possible points = 3, Highest possible points = 15). FAC Unanimously voted on scoring of schools. Unanimous vote on reducing list to those schools with ratings of 10 through 15 (seven schools: Olivewood, La Tierra, Santiago, Del Cerro, La Madera, O'Neill, and De Portola.) Schools with a rating of 9 (Aliso, Gates, Linda Vista, and Trabuco Mesa) may be considered if additional analysis indicates that any of the seven do not warrant consideration for closure. Any of the previously removed schools may be subject to additional consideration for closure, if further analysis of additional criteria reveals it necessary. FAC meeting continued with brainstorming session on criteria for "second cut." The list being developed includes: Impact of closure on adjacent schools, building conditions, student safety, traffic flow, capacity, comprehensive mileage study, impact on community, special programs, and least number of children

**Saddleback Valley Unified School District**  
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**Continued Summary of Minutes for January 30, 2008 FAC meeting:**

impacted, potential income from property, convenience to public transportation, rate of enrollment decline, percentage of bussed-in kids, improvement of school test scores. The list will be emailed to FAC members on Thursday, for ranking and return to district staff by February 6, 2008. FAC decided sub-committee will meet prior to next full meeting. Sub-committee will review and refine results of brainstorming and produce a "second cut" rating system. System and any required data will be emailed to all FAC members prior to February meeting for review. System will be approved and schools scored at the February FAC meeting. Agenda for February meeting is to further reduce schools for consideration of closure and develop "Third possibly final cut" criteria.

**February 6, 2008 FAC Sub-Committee Meeting:**

FAC sub-committee members reviewed revised and sorted criteria for second cut. District staff was asked to format and research additional data. The Criteria #2 study focuses on the impact of site closure to adjacent schools. For each school, the potential receiving schools were identified and distance between the school sites was noted. A matrix was developed that listed the impact of transferring the students to the next receiving school or combination of receiving schools. Percentage of utilization of available seats is noted. A separate matrix was developed to score travel safety between proposed alternate school sites by noting the number of walking along, and crossing of major arterial streets.

**February 27 2008 FAC Meeting:**

The meeting objective was to discuss the scoring of schools, grade the schools according to this criterion, and potentially select between 2 and 4 school sites for further study of closure. The 2nd Criteria was reviewed: mileage, impact to adjacent schools, travel safety, Measure B construction and site statistics (acreage, room types, room counts, age, modernization, etc.). Based on the review, FAC members voted (29 Yes, 1 No) to remove two additional school sites from further study: La Madera and Olivewood. The list for further study now consists of five schools: Santiago, La Tierra, Del Cerro, De Portola, and O'Neill. District staff will be working on compiling additional data for third criteria review at the March meeting.

**March 19, 2008 FAC Meeting:**

Option B of the Ad Hoc committee study was discussed emphasizing Option B was designed to give a picture of the district if all students are attending neighborhood schools. Option B provided a chance to study the district with the hope someday of returning all students to neighborhood schools. FAC members wanted to let data analysis stand. Additional criteria will be used to further analyze schools.

**April 16, 2008 FAC Meeting:**

Discussion on Option B occurred and it was determined Option B realistically could not be implemented by the 2009/2010 school year. FAC decided to place emphasis on minimizing disruption to students. FAC members divided out into four small groups to recommended schools for closure from enrollment data. District staff will prepare current and projected enrollment data and other data for the 26 elementary schools for use at next meeting.

**Saddleback Valley Unified School District**  
**Facility Advisory Committee**  
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**April 30, 2008 FAC Meeting:**

The members broke out into four groups to arrive at independent decisions on which schools should be considered for closure from the list of 26 schools.

**Blue Group:**

- 1) La Tierra: Students reassigned to Del Cerro
- 2) O'Neill: Students reassigned to Linda Vista/de Portola
- 3) Santiago: selected for 2nd phase evaluation to be based on presentation of more definitive data regarding the new development impact to Lake Forest.

**Pink Group:**

- 1) La Tierra: Students reassigned to Del Cerro and Gates
- 2) O'Neill: non-contiguous grids (866, 865, 875, 876) to Del Lago, 212 students to de Portola
- 3) Santiago: Students reassigned to Rancho Canada, Lake Forest, Aliso and La Madera

**Yellow Group:**

- 1) La Tierra: Students reassigned to Montevideo
- 2) Santiago: Students reassigned to Lake Forest
- 3) O'Neill: No priority between Santiago and O'Neill

**Green Group:**

- 1) La Tierra: adopt grid change proposed by Pink
- 2) O'Neill
- 3) Santiago

Groups independently achieved consensus of the same three schools.

A series of 4 motions were made:

Motion 1 to make La Tierra #1 for closure: Ayes: 21 Nays: 0

Motion 2 to make O'Neill #2 for closure: Ayes 20 Nays: 1 (O'Neill)

Motion 3 to make Santiago #3 for closure, conditional upon evaluation of data regarding Lake Forest new development: Ayes 20, Nays: 1 (Santiago)

Motion 4 to make recommendation to school board of 2 schools: Ayes: 1 (Santiago), Nays: 20

Final School Closure List: La Tierra, and O'Neill with recommendation to evaluate Santiago in light of Lake Forest future new development.

FAC requested district staff to get number of students by grids to further evaluate reassignment to new schools.

**Saddleback Valley Unified School District**  
**Facility Advisory Committee**  
**Summary of Minutes for 2007/2008 School Year Meetings**

**May 14, 2008 FAC Meeting:**

Motion made to support District reassignment of study grids to reduce busing expenses. FAC is in support of the identified non-contiguous study grids 869-878-879-871-881 and 910 being reassigned to their closest school to assist in eliminating busing cost. All incoming students will be assigned to the new school of assignment for these study grids. All students currently attending schools in these non-contiguous study grids will have an option to select either to stay at the school they are in or changed to their neighborhood school. Also Siblings of the students currently attending in these study grids would have the same options as their siblings. This was motioned and seconded. A full vote was taken with unanimous approval (none opposed).

The members broke out into groups to arrive at independent decisions on students from O'Neill and La Tierra. A grid by grid analysis resulted and is as follows:

La Tierra

Option 1: All students to Del Cerro

Option 2: Study grid 340, 55 students to Gates and Study Grid 365, 87 students go Del Cerro

Notes: Decline enrollment  
SDC classes

O'Neill

Option 1: Study grids 730,750,865,866,875 and 876 to de Portola

Notes: Note if space available

Option 2: Study grids 730 and 750 (187 students) de Portola Study grids 865,866,875,876 (137 students) to Del Lago

Notes: Note if space available

Option 3: Study grids 730 and 750 to de Portola and study grids 865,866,875,876 to Montevideo

FAC was asked if everyone agrees with the placement options. FAC agreed unanimously. District staff was charged with putting the FAC recommendation in writing and submitting to the FAC members by e-mail for their review.