

SAN LEANDRO UNIFIED SCHOOL DISTRICT
Proposed Formation of Measure B Design Teams

Purpose: The purposes of each Design Team is to identify programmatic and facility needs within the physical and budget constraints of Measure B. The Design Teams will conceptualize the broad brush strokes of a design that will be refined by the Technical Support Team. What the committee *does not* do is make final design decisions. It is estimated that the Design Teams’ contributions provide approximately 30% of the design.

The four Design Teams are:

- 1) 9th Grade Educational Campus Design Team
- 2) Arts Education Center (Visual and Performing Arts and Multi-Media) Design Team
- 3) San Leandro High School Library Expansion Design Team
- 4) Career Technical Education Industrial Arts Building Design Team

Composition: Below is a table of the proposed composition of each Design Team. Each team may have up to the number indicated, per category. If desired, and they are selected, individuals may serve on up to two committees. Each Design Team meeting will have a minimum of two technical team members to answer questions and discuss issues.

9th Grade Educational Campus Design Team	Arts Education Center (Visual and Performing Arts and Multi-Media) Design Team	San Leandro High School Library Expansion Design Team	Career Technical Education and Industrial Arts Building Design Team
District Staff Liaison	District Staff Liaison	District Staff Liaison	District Staff Liaison
Cindy Cathey	Judith Cameron	Byron Isaac	David Lorden
District Staff	District Staff	District Staff	District Staff
* Teachers * Other Certificated (up to 10) * Custodian * Union Reps * CSEA * Building Trades (up to 4)	* Teachers * Other Certificated (up to 10) * Custodian * Union Reps * CSEA * Building Trades (up to 4)	* Teachers * Other Certificated (up to 10) * Custodian * Union Reps * CSEA * Building Trades (up to 4)	* Teachers * Other Certificated (up to 10) * Custodian * Union Reps * CSEA * Building Trades (up to 4)
Parents (up to 3)	Parents (up to 3)	Parents (up to 3)	Parents (up to 3)
Students (up to 5)	Students (up to 5)	Students (up to 5)	Students (up to 5)
8th-11 th grade (up to 5)	8th-11 th grade (up to 5)	8th-11 th grade (up to 5)	8th-11 th grade (up to 5)
Community Leaders/Non-Profits/ Community Members skilled in:	Community Leaders/Non-Profits/ Community Members skilled in:	Community Leaders/Non-Profits/ Community Members skilled in:	Community Leaders/Non-Profits/ Community Members skilled in:
* Technology * Environmental * Construction * Architecture (up to 6)	* Technology * Environmental * Construction * Architecture (up to 6)	* Technology * Environmental * Construction * Architecture (up to 6)	* Technology * Environmental * Construction * Architecture (up to 6)
City of San Leandro staff, nominated by City (up to 2)	City of San Leandro staff, nominated by City (up to 2)	City of San Leandro staff, nominated by City (up to 2)	City of San Leandro staff, nominated by City (up to 2)

Community Outreach: The formation of the Design Teams will be advertised on the website, in press releases, and on flyers and posters at all sites, via auto dialer, and through HOA newsletters. The

application will be available February 8, 2007. A community information meeting to explain the purpose, scope, and time commitments will be held on March 5, 2007, at San Leandro High School, in the cafeteria, at 6 p.m.

Application Deadline: Thursday, March 8, 2007, by 4:30 p.m., at the SLUSD Offices.

Mail or drop off applications at the District Offices, located at:

San Leandro Unified School District
14735 Juniper Street
San Leandro, CA 94579
Attention: Lisa Busbee-Young

Selection Process: A Measure B Design Teams Steering Committee comprised of Chris Lim, Leon Glaster, Cindy Cathey, Judith Cameron, Byron Isaac, and David Lorden will review applications and make selection.

Announcement: Design Teams Committee Members will be announced at a Community Meeting held on March 12, 2007, at San Leandro High School, in the cafeteria, at 6 p.m. This meeting will be combined with the PG & E Parking Lot Community Meeting.

Time Commitment: It is anticipated that the Design Teams will begin work mid-March and complete it within two to three months (approximately June 1). The Teams will meet two to three times a month (up to 9 meetings). The Teams may have sub-committees. Meeting times will be decided by the committee at their first meeting (a brief meeting after the community forum March 12, 2007 to look at calendars.)

Technical Support Team: The Technical Support Team (TST) will present a High School Facilities Master Plan which will include the size and location of new facilities at the high school and 9th grade campuses. The TST will take requests for information from the various design team members to be shared at future meetings. All requests to the Technical Support Team from Design Team members should be forwarded to Michael Murphy, Director of Bond and Measure B Projects (mbmurphy@sanleandro.k12.ca.us; 510-667-6019).

March 12th PG&E Parking Lot Community Meeting (SLHS Cafeteria 6pm to 8pm): As stated above, the Measure B Design Teams will be announced at the March 12th Meeting. The PG & E Parking Lot community Meeting is being conducted to gather ideas and information regarding construction from the neighbors and community. The meeting will also give neighbors and residents a forum to voice concerns and offer opinions on how the district should proceed with the renovation of this property. We have scheduled a follow-up meeting for Monday, March 26th, at the high school cafeteria.

Additional Measure B Project Next Steps & Timeline

ongoing **Cabinet Team:** The Superintendent along with the Assistant Superintendents will receive critical construction project updates by the Technical Support Team on an as needed basis.

5/2007 **Facility & Technology Committee:** Representatives of the Technical Support Team will report project status and information from Site Teams and Construction Project Teams. Facility & Technology committee meetings will report significant information to Board Members at the next scheduled Board meeting.

6/2007 **Board Meetings:** Representatives of the Technical Support Team will make presentations every other month on project status, construction information and timelines from construction progress meetings.

Honor Design Teams Members: Commendations will be given to Design Teams in June at a Board meeting.

Summer, 2007

Construction Project Teams: The project manager, architect, engineers and contractor will meet weekly to discuss the status of construction including requests for information, change order requests, submittal review and payment applications for each project.

Fall, 2007

Site Review Teams: The principal and key staff at each project site will meet with the Technical Support Team, review and comment on the design documents produced by the Architectural Teams at each of the three major milestones within each of the four projects, schematic design, design development and construction documents.