



# Magnolia Public Schools

## Facility Committee Meeting

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### **Date and Time**

Tuesday January 19, 2016 at 5:00 PM

### **Location**

Teleconference:US: +1-844-572-5683 extension 1948435

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### Special Facilities Committee Meeting

#### Meeting Notice

Access to the Board Meeting: Any interested parties or community members from remote locations may attend the meeting at the following school sites or the addresses where the Board members are joining the meeting from:

- 449 36th Street #2 Brooklyn, NY 11232
- 1745 Technology Dr. Ste 200 San Jose, CA 95110
- 13950 Milton Ave Ste 200, Westminster, CA 92683
- Remotely by dialing in to the numbers provided above

In compliance with the Americans with Disabilities Act (ADA) and upon request, Magnolia Public Schools may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order to participate in Board meetings are invited to contact the MPS central office. If you need special assistance to attend the meeting, please notify Barbara Torres at (714) 892-5066 x100 to make arrangements and accommodate your disability.

Any public records relating to an agenda item for an open session of the Board which are distributed to all, or a majority of all, of the Board members shall be available for public inspection at 13950 Milton Ave Ste 200 Westminster, CA 92683.

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## **Agenda**

	<b>Purpose</b>	<b>Presenter</b>	<b>Duration</b>
<b>I. Opening Items</b>			
<b>A.</b> Record Attendance and Guests			
<b>B.</b> Call the Meeting to Order			
<b>C.</b> Approve Minutes of Facility Committee Meeting- July 1, 2015	Approve Minutes		
<b>II. Discussion Item</b>			
<b>A.</b> Facilities Committee- 18 Month Plan	Discuss	Frank Gonzalez	45
<b>III. Closing Items</b>			
<b>A.</b> Adjourn Meeting	Vote		

## Agenda Cover Sheets

**Section:** I. Opening Items  
**Item:** C. Approve Minutes of Facility Committee Meeting- July 1, 2015  
**Purpose:** Approve Minutes  
**Goal:**  
**Submitted by:**  
**Related Material:**  
2015.07.01 Special Facilities Committee Meeting Minutes- need sign.pdf

**Section:** II. Discussion Item  
**Item:** A. Facilities Committee- 18 Month Plan  
**Purpose:** Discuss  
**Goal:**  
**Submitted by:**  
**Related Material:** II A Facilities 18 Month Plan Final.pdf



# MAGNOLIA PUBLIC SCHOOLS

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## **Magnolia Public Schools Special Facilities Board Meeting**

### **Minutes Teleconference**

13950 Milton Ave. Ste 200, Conference Room  
Westminster, CA 92683

Wednesday, July 1, 2015 at 6:00 p.m.

#### **Magnolia Public Schools Facility Committee members present:**

Dr. Umit Yapanel, President

Dr. Mustafa Kaynak

#### **Committee members absent:**

Mr. Nguyen Huynh

#### **CEO and Superintendent:**

Dr. Caprice Young

#### **MEETING AGENDA**

- 1. Call to Order:** Dr. Yapanel called the meeting to order at 6: 11 p.m.
- 2. Roll Call :** Dr. Yapanel called roll, all committee members were present.
- 3. Public Comment:** There were no public comments.
- 4. Approval of the Agenda:** Dr. Yapanel moved to approve the agenda. The agenda was approved unanimously.
- 5. Action Item: Approval of Facilities Committee Meeting Minutes held on May 6, 2015**

Dr. Yapanel made a motion to approve the minutes of the Facilities Committee Meeting held on May 6, 2015. Dr. Kaynak seconded.

- 6. Action Item: MSA- Santa Clara Site Update and New Engagement Discussion to Look for Potential Site**

Dr. Young explained to the Board the options that Accord Institute and Research Foundation had offered Magnolia in regards to searching and obtaining a facility for MSA- Santa Clara. Dr. Yapanel made a motion to direct the CEO to make an



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agreement to consult Accord for MSA-Santa Clara facility needs and to allow Accord to negotiate a site on Magnolia's behalf. The full agreement will go to the MPS Board for final approval. Dr. Kaynak seconded. The motion was passed unanimously.

**7. Information Item: MSA- Santa Ana Project Update and New Engagement to Manage the Project**

Chief Growth Officer, Frank Gonzalez gave the Board an update on the MSA-Santa Ana Project. This was an informational item and no actions were taken.

**8. Adjournment of Meeting:** Dr. Yapanel adjourned the meeting at 7:35 p.m.

These minutes have been adopted by the Facilities Board Committee at a special meeting of the Facility Board Committee held on January 19, 2016.

\_\_\_\_\_ Date: \_\_\_\_\_  
Saken Sherkhanov, Secretary



# MAGNOLIA PUBLIC SCHOOLS

## Board Of Directors

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Board Agenda Item #	Facilities Committee
Date:	1.19.15
To:	Magnolia Board of Directors
From:	Frank Gonzalez, Chief Growth Officer
Staff Lead:	Frank Gonzalez, Chief Growth Officer
RE:	18 Month Growth and Facilities Objectives

### Proposed Board Recommendation

I move that the Facilities Committee review and provide comments and guidance on the 18 Month departmental objectives.

### Background

School Growth and Facilities Objectives for the next 18 months were created as part of the overall planning process at Magnolia Public Schools for review by Facilities Committee and ultimately approval of the entire 18 month plan by the Board of Directors.

### Budget Implications

There are no budget implications.

### Name of Staff Originator

Frank Gonzalez, Chief Growth Officer

### Attachments

18 Month Growth and Facilities Objectives

Magnolia Public Schools  
School Growth & Facilities  
18-Month Objectives  
January 14, 2016

**Overarching Goal: Develop a best in class portfolio of permanent school facilities that are high quality, cost efficient and support the mission and academic programs of Magnolia Public Schools.**

**Goal #1: Create a baseline capital plan that will include a process to create a multi-year capital budget.**

1. Create and complete a facilities needs assessment that includes short and long term solutions.
2. Develop a baseline capital plan including school-by-school enrollment projections, anticipated revenue, cash flow projections, school enrollment capacity based on charter petition and facilities.
3. Establish capacity for capital improvement projects based on current baseline and future projections.
4. Seek input from internal stakeholders including principals, finance, outreach and communications to inform the multi-year capital budget.

Timing: Present to Facilities Committee in February 2016 for review; Present baseline plan to full Board in February or March 2016. Present multi-year capital budget to the facilities committee in May 2016 and full Board for approval in June 2016.

**Goal #2: Create a detailed facilities development process that provides sufficient planning time to deliver facilities by the target date.**

1. Research and develop model floor and site plans for each type of MPS school including K-12, 6-12 span schools, ES, blended learning models.
2. Determine acceptable and measureable cost targets for school facilities development that ensure facilities remain affordable.
3. Assemble a team of experienced and pre-qualified professionals in the areas of site selection, planning & entitlements, environmental assessment, architecture and construction in both southern and northern California.
4. Create an internal growth and facilities cross team working group that includes the regional directors, outreach and communications and finance teams, and others as needed.
5. Establish a process to gain project approval at the school level, C-Level, Facilities Committee and full Board.

Timing: Present to Facilities Committee in April 2016; Present to full Board in May 2016

**Goal #3: Provide excellent service to school and home office staff.**

1. Streamline process of identifying school needs, in partnership with school site leaders and regional directors.
2. Advocate on behalf of all schools on growth and facilities related matters before multiple entities including, authorizers; local, state and national agencies; third party service providers; and, professionals in the facilities industry.
3. Develop a process to flag, address and track emergency facilities issues.
4. Communicate in a timely and efficient manner, with a maximum 24-hour turnaround on all communications.
5. Coordinate growth and facilities matters across all home office departments as well as with school leaders.
6. Establish monthly board facilities committee schedule.

Timing: Present to Facilities Committee in April 2016; Present to full Board in May 2016 (along with detailed facilities development process).

**Goal #4: Build a school facilities pipeline that includes short term and permanent solutions.**

1. Develop a five-year facilities master plan with solutions for each existing and all future planned schools, including a calendar of activities.
2. Plan to begin permanent school facilities projects 18-24 months ahead of target delivery date.
3. Conduct multiple variable analyses on all projects to discuss project viability with facilities committee.
4. Ensure that low cost capital is available by developing and maintaining relationships with multiple entities.
5. Lead annual Prop. 39 and long term use agreement processes, including calendar of activities.

Timing: Present to Facilities Committee June 2016; Present to full Board June 2016, with bi-annual updates.