

LOS ANGELES UNIFIED SCHOOL DISTRICT

SCHOOL CONSTRUCTION BOND CITIZENS' OVERSIGHT COMMITTEE

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L.A. City Controller's Office

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Quynh Nguyen, Secretary

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Joseph P. Buchman – Legal Counsel

Burke, Williams & Sorensen, LLP

Thomas A. Rubin, CPA

Oversight Committee Consultant

Gary C. Anderson, PhD

Bond Administrator

Daniel Hwang

Administrative Analyst

RESOLUTION 2015-01

BOARD REPORT NO. 216-14/15

**AMENDMENT TO THE FACILITIES SERVICES DIVISION STRATEGIC
EXECUTION PLAN TO ADD 28 PARENT AND FAMILY CENTER
CLASSROOM UPGRADE AND IMPROVEMENT PROJECTS AT VARIOUS
SCHOOLS IN EDUCATIONAL SERVICE CENTERS NORTH, EAST, WEST,
SOUTH AND ISIC**

WHEREAS, District Staff proposes that the Board of Education amend the Facilities Services Division (FSD) Strategic Execution Plan (SEP) to define and approve twenty-eight Parent and Family center classroom upgrade and improvement projects, as listed in Attachment A of Board Report No. 216-14/15, and authorize the Chief Facilities Executive, and/or his designee, to make any purchases associated with these projects; and

WHEREAS, On June 14, 2011, the Board of Education amended the Facilities Services Division Strategic Execution Plan to allocate \$20 Million for the development of parent and family center upgrade and improvement projects. This action was taken to support the District's commitment to increasing parent, family, and community engagement and the implementation of the Board-adopted *Parents as Equal Partners in the Education of Their Children Resolution*. The facilities improvements that will be made in parent and family centers will enhance each school site's ability to develop and deliver parent training and programming that expands parent capacity to support student learning at home and quality instruction at school; and

WHEREAS, The identification and development of parent and family center upgrade and improvement projects is being led by Parent/Community Student Services Branch (PCSS) and FSD with support from school site personnel, parents, Educational Services Centers, and Board Member offices. Projects scopes are developed based on PCSS parent and family center facilities standards, and may include renovations, upgrades, and conversions, equipping the facility with furniture,

RESOLUTION 2015-01**AMENDMENT TO THE FACILITIES SERVICES DIVISION STRATEGIC
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EDUCATIONAL SERVICE CENTERS NORTH, EAST, WEST, SOUTH AND ISIC
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fixtures and equipment such as technology and signage. All projects are capital in nature and adhere to bond language and laws. Project scopes, schedules and budgets will vary based on the facilities needs and site conditions at each school, with age and technology being the biggest variables; and

WHEREAS, The school sites associated with these initial set of projects will serve as models that demonstrate the types of facility improvements that will be made to align parent and family center facilities with PCSS standards, as well as illustrate how they can be used to support and deepen effective parent engagement strategies. PCSS staff worked with representatives from various ESC offices and Board District offices to identify schools with an existing parent and family center that had facilities needs and demonstrated consistent engagement practices and results. FSD staff visited the identified school sites to determine facilities needs, evaluate project feasibility and develop scope. These efforts resulted in the 28 projects proposed in this Board Report; and

WHEREAS, funding for the total project budget for the 28 projects is \$3,420,841. All funding is from the \$20 Million allocation of Bond Program funds earmarked specifically for parent and family center upgrade and improvement projects; and

WHEREAS, District Staff has concluded that the proposed SEP amendment will facilitate implementation of the FSD SEP, and therefore, it will not adversely affect the District's ability to successfully complete the FSD SEP.

NOW, THEREFORE, BE IT RESOLVED THAT

1. The School Construction Bond Citizens' Oversight Committee recommends that the Board of Education adopt an amendment to the Existing Facilities Strategic Execution Plan, to add 28 Parent and Family Center Classroom upgrade and improvement projects at various schools within Educational Service Centers North, East, West, South and ISIC, such that the Strategic Execution Plan is amended to include the 28 Parent and Family Center Classroom upgrade and improvement projects described in Board Report No. 216-14/15 a copy of which is attached hereto in the form it was presented to the BOC and is incorporated herein by reference.
2. This resolution shall be transmitted to the Los Angeles Unified School District Board of Education and posted on the Bond Oversight Committee's website.

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**AMENDMENT TO THE FACILITIES SERVICES DIVISION STRATEGIC
EXECUTION PLAN TO ADD 28 PARENT AND FAMILY CENTER CLASSROOM
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3. That a written response as required by the Charter and Memorandum of Understanding between the Oversight Committee and the Board be provided to the Oversight Committee within 30 days, reporting either on action taken or proposed to be taken in response to this resolution and each recommendation herein.

ADOPTED on January 29, 2015 by the following vote:

AYES: **8**

ABSTENTIONS: **0**

NAYS: **0**

ABSENCES: **6**

Stephen English

Stephen English
Chair

Quynh Nguyen

Quynh Nguyen
Secretary



LOS ANGELES UNIFIED SCHOOL DISTRICT

Board of Education Report

Report Number:	216-14/15
Date:	February 10, 2015
Subject:	Amendment to the Facilities Services Division Strategic Execution Plan to Define and Approve Twenty Eight Parent and Family Center Classroom Upgrade and Improvement Projects
Responsible Staff:	
Name	Mark Hovatter, Chief Facilities Executive Rowena Lagrosa, Executive Director
Office/Division	Facilities Services Division Parent Community Services Branch
Telephone No.	213-241-4811 213-481-3350

BOARD REPORT

Action Proposed: Staff proposes that the Board of Education amend the Facilities Services Division (FSD) Strategic Execution Plan (SEP) to define and approve twenty eight Parent and Family center classroom upgrade and improvement projects, as listed in Attachment A, and authorize the Chief Facilities Executive, and/or his designee, to make any purchases associated with these projects. The total combined budget for these projects is \$ 3,420,841.

Background: On June 14, 2011, the Board of Education amended the FSD SEP to allocate \$20 million for the development of Parent and Family center upgrade and improvement projects. This action was taken to support the District's commitment to increasing parent, family, and community engagement and the implementation of the Board-adopted *Parents as Equal Partners in the Education of Their Children Resolution*. The facilities improvements that will be made in the new parent and family center classrooms will enhance each school site's ability to develop and deliver parent training and programming that expands parent capacity to support student learning at home and quality instruction at school.

The identification and development of Parent and Family center upgrade and improvement projects is based on a combination of the level of facility need and programmatic suitability and is being led by the Parent/Community Student Services Branch (PCSS) and FSD with support from school site personnel, parents, Education Service Center Parent and Community Engagement (PACE) teams and Board Member offices. Project scopes are developed based on PCSS parent and family center facilities



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standards, and include conversions, relocations, modernizations and equipping the facility with new furniture and signage. Technology upgrades include each parent classroom to be equipped with twenty PC laptops and a secured, locking cart. All projects are capital in nature and adhere to bond language and laws. Project scopes, schedules and budgets will vary based on each individual facility's needs and site conditions, with age and square footage being the biggest variables.

The school sites included in this board report to receive parent and family center classroom upgrade and improvement projects were identified based upon the school's facility need and programmatic suitability. An agreed-upon commitment has been secured from the stakeholders at each school in abiding to a set of expectations intended to maximize the impact of the investment provided by the Parent and Family Center Improvement Program (see Attachment B).

Receipt of a Parent and Family center classroom upgrade and improvement project will increase the capacity of schools to fully implement their parent and community engagement plans to increase student achievement through authentic parent and community engagement.

The selected schools in this board report, based on facility need and program suitability, were also identified, in conjunction with ESC PACE teams, PCSS, FSD and school staff, to ensure geographical representation of the District.

FSD staff visited all identified school sites to determine facilities needs, evaluate project feasibility and develop scope. These efforts resulted in the twenty eight projects proposed in this Board Report.

Once these projects are complete, the District will have upgraded and/or improved parent and family centers to meet the District Parent & Family Center standards at approximately seventy schools.

Expected Outcomes: Execution of these projects will help enable existing parent and family centers to be transformed into new learning/training classrooms, where parents can access essential resources to support their children's learning. The District's goal of increasing parent and family engagement to promote academic success will also be furthered with the execution of the twenty eight proposed projects.



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Board Options and Consequences:

A “yes” vote will allow staff to execute the projects listed in Attachment A. Failure to approve this Board action will delay the projects and ultimately the benefit to schools, as well as the anticipated increase in parent and family engagement.

Staff anticipates that the proposed capital investments will help support a variety of parent learning/training needs; encourage parent participation in their students' education; promote online resources such as the Parent Access Support System Portal (PASSPort), EChoices and the FAMILIES website and enhance learning environments.

Policy Implications:

The action proposed is consistent with Board-approved uses of local bond funds and its commitment to address unmet school facilities needs and provide students with a safe and healthy learning environment. It also supports the Board-approved *Parents as Equal Partners in the Education of their Children Resolution*, and the District's Five Goals, Performance Meter and Core Beliefs that pertain to parent, family and community engagement.

Budget Impact:

The total project budget for the twenty eight projects is \$ 3,420,841. All funding is from the \$20 Million allocation of Bond Program funds earmarked specifically for parent and family center upgrade and improvement projects.

Issues and Analysis:

Research has shown that parent engagement is inextricably linked to student achievement and success; as such the District has identified family and community, together with students and educators, as part of its theory of change to personalize the learning environment for all students and adults. Investing bond funds to enhance and create new parent and family center classrooms will provide the welcoming environment for which engagement can occur and student achievement can be supported. This action, if approved, will also help move the District closer to achieving its goal of increased parent, family and community engagement, and ultimately college-prepared and career-ready students at every school.

Bond Oversight Committee Recommendations:

These items were considered by the School Construction Bond Citizens' Oversight Committee (BOC) at its meeting on January 29, 2015. Staff has concluded that this proposed FSD-SEP amendment will help facilitate implementation of the FSD-SEP, and therefore, it will not adversely affect the District's ability to successfully complete the FSD-SEP.



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Attachments: Attachment A
Attachment B

☐ **Informative** None.

☐ **Desegregation
Impact Statement** N/A.



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Respectfully submitted,

APPROVED BY:

RAMON C. CORTINES
Superintendent

MICHELLE KING
Senior Deputy Superintendent

REVIEWED BY:

APPROVED BY:

DAVID HOLMQUIST
General Counsel

☐ Approved as to form

MARK HOVATTER
Chief Facilities Executive
Facilities Services Division

PRESENTED BY:

TONY ATIENZA
Director of Budget Services and Financial
Planning

ROWENA LAGROSA
Executive Director of Parent Community
Student Services Branch (PCSS)

☐ Approved as to budget impact statement



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Attachment A

ESC	Board District	School	Project Description	Sq. Ft.	Overall Budget	Anticipated Construction Schedule	
						Start	Finish
North	3	Limerick ES	Modernize and upgrade school's existing parent & family center classroom by providing interior paint, security upgrades; new doors and hardware, security on windows. Provide exterior lighting. Provide flooring repairs, white boards / bulletin boards and classroom furniture. Equip with new laptop computers, and signage.	900	\$110,134	Q2-2015	Q4-2015
North	3	Grant HS	Convert and renovate old two classroom spaces into a new parent & family center classroom, by providing interior paint, flooring and lighting repairs. Remove deteriorated built ins, and patch up walls. Include security upgrades; new secure doors and panic hardware, security on windows. Provide new whiteboards / bulletin boards and classroom furniture. Equip with new laptop computers and signage.	1400	\$125,306	Q2-2015	Q4-2015
North	3	Holmes MS	Upgrade the school's existing parent & family center classroom. Provide interior paint and lighting repairs. Install security upgrades; new secure doors and panic hardware. Equip the room with new classroom furniture, laptop computers and signage.	1000	\$99,022	Q1-2015	Q3-2015
North	3	Northridge MS	Convert and renovate old shop building space into a new parent & family center classroom, by providing interior paint, flooring and lighting repairs. Remove deteriorated built ins, and patch up walls. Include security upgrades; new secure doors and panic hardware, security on windows. Provide new whiteboards / bulletin boards and classroom furniture. Equip with new laptop computers and signage.	1400	\$158,530	Q2-2015	Q4-2015
North	3	Columbus MS	Convert and renovate old shop building space into a new parent & family center classroom, by providing interior paint, flooring and lighting repairs. Remove deteriorated built ins, and fume hood, patch up walls and ceiling. Include security upgrades; new secure doors and panic hardware, security on windows. Provide new whiteboards / bulletin boards and classroom furniture. Equip with new laptop computers and signage.	1800	\$174,290	Q2-2015	Q4-2015



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Attachment A

ESC	Board District	School	Project Description	Sq. Ft.	Overall Budget	Anticipated Construction Schedule	
						Start	Finish
ISIC N	6	Panorama HS	Modernize and upgrade school's existing parent center by providing interior paint, security upgrades; new doors and hardware, security on windows. Provide new flooring, white boards / bulletin boards and classroom furniture. Equip with new laptop computers, and signage.	950	\$113,918	Q1-2015	Q4-2015
ISIC N	6	Sylmar HS	Convert and renovate old two classroom spaces into a new parent & family center classroom, by providing interior paint, flooring and lighting repairs. Remove deteriorated built ins, and fume hood, patch up walls and ceiling. Include security upgrades; new secure doors and panic hardware, security on windows. Provide new whiteboards / bulletin boards and classroom furniture. Equip with new laptop computers and signage.	1400	\$132,070	Q2-2015	Q4-2015
ISIC N	6	Fulton College Prep SPAN	Upgrade the school's existing parent & family center classroom. Provide interior paint and lighting repairs. Install security upgrades; new secure doors and panic hardware. Equip the room with new classroom furniture, laptop computers and signage.	900	\$90,370	Q1-2015	Q3-2015
North	6	Fair ES	Modernize and upgrade school's existing parent & family center classroom by providing interior paint, security upgrades; new doors and hardware, security on windows. Provide new flooring, white boards / bulletin boards and classroom furniture. Equip with new laptop computers, and signage.	900	\$111,020	Q2-2015	Q3-2015
North	6	Strathern ES	Modernize and upgrade school's existing parent & family center classroom by providing interior paint, security upgrades; new doors and hardware, security on windows. Provide new flooring, white boards / bulletin boards and classroom furniture. Equip with new laptop computers, and signage.	900	\$118,870	Q2-2015	Q4-2015
ISIC N	6	Sun Valley HS	Modernize and upgrade school's existing parent & family center classroom by providing interior paint, security upgrades; new doors and hardware, security on windows. Provide new flooring, white boards / bulletin boards and classroom furniture. Equip with new laptop computers, and signage.	900	\$116,222	Q2-2015	Q4-2015



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Attachment A

ESC	Board District	School	Project Description	Sq. Ft.	Overall Budget	Anticipated Construction Schedule	
						Start	Finish
East	2	10th St. ES	Modernize school's existing parent & family center classroom by providing interior paint, security upgrades; new doors and hardware, security on windows. Repair flooring, provide new white boards / bulletin boards and classroom furniture. Equip with new laptop computers, and signage.	1100	\$104,328	Q1-2015	Q3-2015
East	2	Alexandria ES	Upgrade school's existing parent & family center classroom by providing interior paint, ceiling repairs, security upgrades; new doors and hardware, security on windows. Refinish and replace built ins, white boards / bulletin boards, provide new classroom furniture. Equip with new laptop computers, and signage.	1200	\$119,522	Q2-2015	Q4-2015
East	2	Union ES	Modernize and renovate school's existing parent & family center classroom by providing interior paint, security upgrades; new doors and hardware, security on windows. Repair flooring, provide new white boards / bulletin boards and classroom furniture. Equip with new laptop computers, and signage.	1100	\$123,290	Q2-2015	Q4-2015
East	5	Virgil MS	Convert and renovate old coordinator's office into a new parent & family center classroom, by providing interior paint, flooring and lighting repairs. Patch up walls and repair existing sink. Repair HVAC unit. Include security upgrades; new secure doors and panic hardware, security on windows. Provide new classroom furniture. Equip with new laptop computers and signage.	1400	\$135,430	Q2-2015	Q4-2015
East	5	Dayton Heights ES	Upgrade the school's existing parent & family center classroom. Provide exterior paint and lighting repairs. Repair floor tiles. Install security upgrades; new secure doors and panic hardware. Equip the room with new classroom furniture, laptop computers and signage.	900	\$97,720	Q1-2015	Q3-2015
West	1	Alta Loma ES	Modernize and upgrade school's existing parent center by providing interior paint, lighting repairs and new flooring. Include security upgrades; new secure doors and hardware, security on windows. Provide new whiteboards / bulletin boards and classroom furniture. Equip with new laptop computers and signage.	800	\$126,370	Q2-2015	Q4-2015



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Attachment A

ESC	Board District	School	Project Description	Sq. Ft.	Overall Budget	Anticipated Construction Schedule	
						Start	Finish
West	1	Virginia Road ES	Relocate and convert room into a new parent & family center classroom. Provide interior paint, flooring and lighting repairs. Repair sink, and patch up walls. Include security upgrades; new secure doors and panic hardware, security on windows. Provide new whiteboards / bulletin boards and classroom furniture. Equip with new laptop computers and signage.	1000	\$115,790	Q2-2015	Q3-2015
West	4	Selma ES	Upgrade school's existing parent & family center classroom by providing interior paint, and new tile flooring. Provide security upgrades; new doors and hardware, security on windows. Provide new classroom furniture. Equip with new laptop computers, and signage.	1000	\$104,070	Q1-2015	Q3-2015
West	4	Hollywood HS	Upgrade and modernize school's existing parent & family center classroom by providing interior paint, removing partition wall, and ceiling repairs. Provide security upgrades; new doors and hardware, security on windows. Install white boards / bulletin boards, provide new classroom furniture. Equip with new laptop computers, and signage.	1200	\$122,730	Q2-2015	Q4-2015
ISIC W	1	Dorsey HS	Convert and renovate old Title 1 office into a new parent & family center classroom, by providing interior paint, flooring and lighting repairs. Remove deteriorated built ins, and patch up walls and existing sink. Include security upgrades; new secure doors and panic hardware, security on windows. Provide new whiteboards / bulletin boards and classroom furniture. Equip with new laptop computers and signage.	1200	\$150,930	Q1-2015	Q3-2015
South	1	Purche ES	Modernize and upgrade school's existing parent center by providing interior paint, security upgrades; new doors and hardware, security on windows. Provide new flooring, white boards / bulletin boards and classroom furniture. Equip with new laptop computers, and signage.	950	\$119,290	Q2-2015	Q4-2015
South	5	Huntington Park ES	Upgrade the existing parent center. Provide interior paint and include security upgrades; new secure doors and panic hardware. Equip the room with new classroom furniture, laptop computers and signage.	800	\$87,522	Q1-2015	Q3-2015



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Attachment A

ESC	Board District	School	Project Description	Sq. Ft.	Overall Budget	Anticipated Construction Schedule	
						Start	Finish
South	7	Compton ES	Renovate and upgrade school's existing parent center by providing interior paint, flooring and lighting repairs. Remove deteriorated built ins, and patch up walls. Include security upgrades; new secure doors and panic hardware, security on windows. Provide new whiteboards / bulletin boards and classroom furniture. Equip with new laptop computers and signage.	900	\$140,693	Q2-2015	Q4-2015
South	7	Cabrillo ES	Modernize and upgrade school's existing parent center by providing interior paint, security upgrades; new doors and hardware, security on windows. Provide new flooring, white boards / bulletin boards and classroom furniture. Equip with new laptop computers, and signage.	900	\$118,478	Q2-2015	Q4-2015
South	7	Fries ES	Modernize and upgrade school's existing parent center by providing interior paint, flooring and lighting repairs. Include security upgrades; new secure doors and hardware, security on windows. Provide new whiteboards / bulletin boards and classroom furniture. Equip with new laptop computers and signage.	900	\$125,218	Q2-2015	Q4-2015
South	7	Hawaiian Ave ES	Renovate and upgrade school's existing parent center by providing interior paint, flooring and lighting repairs. Remove deteriorated built ins, and patch up walls. Include security upgrades; new secure doors and panic hardware, security on windows. Provide new whiteboards / bulletin boards and classroom furniture. Equip with new laptop computers and signage.	900	\$142,322	Q2-2015	Q4-2015
South	7	Wilmington Park ES	Renovate and upgrade school's existing parent center by providing interior paint, flooring and lighting repairs. Remove deteriorated built ins, and patch up walls. Include security upgrades; new secure doors and panic hardware, security on windows. Provide new whiteboards / bulletin boards and classroom furniture. Equip with new laptop computers and signage.	1100	\$137,386	Q2-2015	Q4-2015
Total					\$3,420,841		



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ATTACHMENT B

Parent & Family Center Improvement Program Agreement

In order to support all District programs and initiatives for all students, and to maximize the impact of the investment provided by the Parent & Family Center Improvement Program, all stakeholders will agree to and abide by this agreement.

Parent Community Student Services Branch and the Educational Service Center Parent and Community Engagement staff will:

- Support schools in developing a family engagement plan that effectively utilizes the Parent & Family Center
- Provide parent education curriculum and tools for school staff to engage parents in supporting student learning and development at home and at school
- Provide training to school staff to foster a welcoming school environment and partner with parents to support student achievement
- Collect and analyze data and information from Parent & Family Centers through surveys, site visits, and interviews in order to address concerns, support schools and evaluate outcomes

Schools participating in the Parent & Family Center Improvement Program will:

- Hire and train qualified personnel to staff the Parent & Family Center
- Use school funds to purchase books and parent education materials
- Develop a family engagement plan based on student needs that is aligned to the goals in the Single Plan for Student Achievement (SPSA), the District Performance Meter, and the District's School Goals for Family Engagement
- Provide classes, workshops and activities for parents and families designed to support student learning and development at home and at school
- Train parents in accessing and navigating online District resources/tools such as the Parent Access Support System (PASSport), lausd.net, school websites and email using Parent & Family Center equipment
- Provide translation and interpretation services in the languages spoken by the school community
- Implement strategies to recruit, train, and retain parent/community volunteers to support classroom, school and parent involvement activities
- Develop community partnerships that secure additional resources to support learning
- Ensure the Parent & Family Center is used exclusively for parent and family engagement activities that are linked to learning and student achievement
- Keep all furniture, equipment and materials in good working order and accept responsibility for damaged or lost items
- Keep inventory of all equipment and furniture received through the Parent & Family Center Improvement Program
- Provide information regarding the Parent & Family Center's to PCSB to identify and resolve any needs and challenges related to the implementation of the Parent & Family Center Improvement Program



LOS ANGELES UNIFIED SCHOOL DISTRICT

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Principal's Signature

Date

Parent Community Student
Services Branch
Executive Director

Date

ESC/ISIC Parent & Community
Engagement Administrator

Date