

SCHOOL/CITY LIAISON COMMITTEE

PALO ALTO UNIFIED SCHOOL DISTRICT

Date: April 22, 2009

MINUTES FOR MEETING OF APRIL 22, 2009

Opening

The School City Liaison Committee held a meeting in Room A, 25 Churchill Avenue, Palo Alto, California. The meeting was called to order at 8:18 a.m.

City of Palo Alto

John Barton, Council Member
Larry Klein, Council Member
Nick Marinaro, Fire Chief
Barbara Cimino, OES Coordinator
Julie Caporgno, Chief Planning & Transportation Official
Curtis Williams, Interim Planning Director

Palo Alto Unified School District

Camille Townsend, Board Member, Chair of Committee
Melissa Baten Caswell, Board Member
Bob Golton, CBO
Cathy Mak, CBO
Victoria Geen-Lew, Risk Supervisor
Tina Allen, Secretary, Superintendent's Office

Others Present

Rachel Cox, Addison parent

Oral Communications

There were no requests to speak.

Approval of Minutes –
March 25, 2009

MOTION: Barton moved to approve the minutes from the March 25, 2009 meeting. Baten Caswell seconded. Motion carried 3-0.

Update on ABAG/Housing
Element

Williams and Caporgno described the City's work on its General Plan in response to state law and ABAG (Association of Bay Area Governments) housing guidelines. The goal was to plan for housing for future increases in residence, and for those residents with special needs. Williams and Caporgno also distributed a handout entitled, "ABAG Fair Housing Needs Table 2007-2014 cycle (rev 04/09)". Williams said ABAG provided guidelines based on state requirements for local agencies, but did not give mandates. Klein said ABAG determined housing allocations for each city from its pool of required units, so if Palo Alto's allocation was reduced by one, another city's allocation would increase. Caporgno said Palo Alto's allocation is 2,860 units for the next seven-year period, which has been reduced to 2,068 due to existing building permits. Townsend noted that the impact on the schools would be greater than just Palo Alto, then asked if there was additional information for the other cities that were part of PAUSD, such as Stanford. Caporgno explained that the County had to plan for those additional units. The City identifies sites, the City Council approves them, and they are held until housing is needed. Barton said that if something else is built on a site being held for housing, a replacement site would need to be found for the housing "inventory". Caporgno said the Housing Element had always been in compliance, meaning land for the required number of housing units had been placed in its inventory every year. Baten Caswell asked if all the permits on the list represented projects currently being built. Caporgno said not all were under construction at this time. Baten Caswell noted that it was likely they would be completed by 2014, and said the District needed to plan for the future increased enrollment resulting from the next housing. Caporgno said the City consulted with Lapkoff & Gobalet on a regular basis regarding its plans and future projections. Klein said the Stanford units would be allocated, however it should be kept in mind that in Stanford's case, it was not only a city, but also the landowner and the developer. Caporgno said the Housing Element

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was in the process of looking at potential policies and programs. She added that Baten Caswell was involved in the Housing Advisory Group, which had been meeting monthly. Once a list of sites was developed, the Housing Advisory Groups would weigh in, followed by the Housing Element, and the City Council. The state would then comment on it and return it to the City to finalize. Baten Caswell said the District was in the midst of redrawing boundaries because a new school was being added. She asked if the list of permitted land could be used for enrollment projections. Caporgno said the list would be firmed up in a few months. Baten Caswell asked Golton if he had the list. Golton responded that the District's planning was being done via Lapkoff & Gobalet, but he would contact the City directly in the future. Williams said Lapkoff & Gobalet had the most recent information from the City, including activity at each potential future housing site. The current potential housing list from the Housing Element would be a good starting point. Caporgno said the new list reflected possible sites that could hold higher density housing. Putting sites on the housing inventory did not require housing to be built for a particular income level, however certain amounts of housing for different income levels was required by the state based on the density of each city. Townsend asked if any decisions were coming before the City Council in the near future regarding this issue. It was noted that two potential sites were the Palo Alto Bowl site and the Motel 6 site. Klein said housing advocates wanted to require cities that did not comply with requirement to suffer penalties, and others believed this system was not needed at all. The current situation was a compromise with ongoing unhappiness on both sides. California was one of only three states with this system. There is unhappiness in other cities in this area as well. Barton said that in theory, if the Housing Element is non-compliant, the state could refuse to issue building permits, although this has never happened to Palo Alto. More likely, the City would be sued, and a requirement would be placed on it to get back into compliance by a specific date. Disagreements should be approached through the Legislature.

Cox asked about the difference between family housing and senior housing. Senior housing tends to be smaller and more units can fit in a smaller area. She was also concerned about increased housing affecting schools. Barton said PAUSD had made an agreement in the past where the state approved a bond program in about 2000 on the condition that school impact would not be the basis for development decisions in the future. This is why impact on a school could not be a reason to deny housing. On the one hand, senior housing has less immediate impact on housing, however as families age and people move into senior housing, larger homes will be freed up to new families, with potentially more students.

Baten Caswell asked if the Alma Plaza site, 801 Alma, and the Palo Alto Bowl were coming before the City Council for discussion app. Barton said Alma Plaza would contain 37 single family units and 13 below market rate units and was in the final stages of approval, 801 Alma would be 48 family units and 48 senior units, and Palo Alto Bowl would be 30 residential units and a residential hotel. Baten Caswell observed that all three sites would impact the schools. Barton said the Palo Alto Bowl was within the Los Altos schools boundary. Klein said Alma Plaza could not build until it got a grocery store, and may be subject to a referendum because a citizen was circulating a petition to make the Plaza not buildable, widening the streets, and adding parking. Klein said this could end the project if successful. Baten Caswell asked that the data handed out at this meeting be given to the Board of Education.

Emergency Preparedness

Golton said this group was continuously working together and would give a joint presentation. Geen-Lew said the group meets often and coordinates several projects together. Marinaro said noted that the last presentation to the School/City was in September. Marinaro and Cimino gave a presentation focusing on:

- How do we collaborate
- Benefits of collaboration
- What is PAUSD doing?
- What is the City doing?
- Future efforts under consideration

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Townsend asked that the Board receive regular updates on this work. Golton said these projects were being tracked by the Business Office, and the plan was to get all schools up to speed regarding Code Red by fall. Baten Caswell asked if the ACAMS (Assessment Management System) training was for shooters both on school sites and off. Chief said it was. Cimino said Code Red would be enacted if a shooter was off a school site in order to shut down the school system. Marinaro said over 100 school district personnel had been trained for PANDA (Palo Alto Neighborhood Disaster Activities) certification. Townsend asked if there was another person in the District Geen-Lew worked with. Geen-Lew said there was an Emergency Preparedness Committee composed of site reps and they also represent the District. Baten Caswell said she had been told that school multi-purpose rooms and gyms could be taken over by the City in the case of emergency. Cimino said the schools met ADA (Americans with Disabilities Act) standards for a shelter and the District had a Memorandum of Understanding with the Red Cross. The designated sites were the high schools, two community centers, and a church. Baten Caswell asked if more than this could be commandeered in an emergency. Cimino said yes, and that regional evacuation centers were being considered. Marinaro said the reason the schools were primary sites was because of their large buildings, and cooking and showering facilities. Cimino noted that just one facility on a site would be removed from the principal's authority and it would be hoped school could continue to run on the rest of the site. Baten Caswell asked if the emergency backpacks were already in place at the sites. Geen-Lew said they were at all but a few elementary schools. Townsend asked if the PTA Council was informed. Geen-Lew said she had contacted Dan Dykwel, PTA Council President. Townsend asked if Linda Lenoir, the District nurse, was included in the pandemic flu planning. Geen-Lew said she was. Baten Caswell asked if Palo Alto High School was used as an emergency shelter, if the supplies in the emergency shed would be used for people taking shelter there. Cimino said no, that the Red Cross had its own shelter supplies. The supplies in the sheds were meant strictly for staff and students during the school day. Geen-Lew said they were also for anyone on the school campus during an emergency. It had been agreed that if another organization using a school site uses supplies, they would replace them in the future. Baten Caswell asked how long the supplies were meant to last. Geen-Lew said 72 hours. Baten Caswell asked how many neighborhood associations had block coordinators. Cimino responded that there were about 24 to 30 involved in the last drill. She said Ken Ducher, of the City Manager's Office was helping coordinate this. Baten Caswell suggested the volunteer coordination planning be discussed with the PTA Council. Golton said he would contact the Council. Barton said Escondido and Nixon elementary schools were not in Palo Alto, so they would fall under the Sheriff's Department in an emergency. He asked if the City had the same relationship with Stanford University. Cimino said yes, and that Stanford was involved in CERT (Community Emergency Response Team) training with the City. Barton said Stanford tested its automated phone system last week, and asked if it was coordinated with Palo Alto's system. Cimino said they were coordinated, and the County had created a countywide system to make sure people across the County were contacted in an emergency. Geen-Lew said the District was working with Stanford and some of the administrators were on the notification system. Stanford University would be first responder at Escondido and Nixon. Barton asked if Palo Alto was doing any documentation and training on how other schools and agencies could perform coordination like this. Cimino said this was occurring, and agreed that the County and PAUSD were way ahead of the curve regarding emergency preparedness. Many plans implemented locally were being adopted statewide. Geen-Lew said local representatives were sent to Washington D.C. to share best practices for CERT training. Baten Caswell asked if an EOC (Emergency Operations Center) was different from a shelter in that all communications were based there in an emergency. Chief said an EOC coordinated all logistics and response among involved agencies. Klein added that the primary EOC was at Palo Alto City Hall. Klein said he read an article on the 10th anniversary of the Columbine disaster. In the article, it was noted that there had not been a fatality at a school due to a fire in decades, showing that starting drills early was successful. On the other hand, planning and training following the Columbine incident had slackened off over the years. The Columbine incident showed not enough had been done to prepare for other types of emergencies. Baten Caswell asked if the community was moving in a direction to improve this situation. Cimino said the District and City were fortunate to be working

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together and were making great strides. Klein asked if schools were going through drills for incidents such as shootings, like they did for fires. Cox said her child had just done this at his middle school. Baten Caswell said the day a shooter had been near Gunn, an 11-year-old child coming to the site for a wrestling practice was told by a construction worker that he had to go home. She asked if this was the right thing to tell an 11 year old, and if processes were in place for after the school day in addition to during the school day. Marinaro said this area was identified by the Police Department for improvement. Marinaro said he would provide an update in the future.

Future Meetings and Agendas

Center for Jewish Life and a brief PAUSD budget update, as well as a City budget update would be on the next agenda. For Center for Jewish Life, Williams suggesting having a representative from that organization come give an overview of that organization's activities. Baten Caswell suggested including traffic in that discussion. Golton said he would contact the Center.

Adjournment

The meeting was adjourned at 9:37 a.m.

Upcoming meetings:

June 24

July 22 – (possibly cancelled, school district is on break)