

Cabrillo Unified School District  
498 Kelly Avenue • Half Moon Bay, CA 94019

Intermediate School Site Selection Committee

Minutes of Meeting of September 4, 1996

Place: District Office Conference Room

Committee Members  
Present at the Table: Randy Chapin  
Carol Cupp  
Mike Donegan  
Jim Eggemeyer for Diane Regonini  
Gerry Fong  
Joan Fulp  
Helen Gammon  
Chris Gustin  
Tony Lourenco  
Bill Mahar  
David Mier  
Kate O'Shea  
Max Rasanimanana  
Betsy Rix  
Bob Senz  
Silvia Valle

Others Present  
at the Table: Jane Martin  
Jim Tjogas  
Lee Karney

1. WELCOME AND INTRODUCTIONS

The Meeting was called to order at 7:10 p.m. by Jane Martin who explained she would facilitate the meeting until the point on the agenda when a chairperson is elected. Dr. Martin asked those present to introduce themselves.

Dr. Martin gave a brief overview of the formation of this committee, and of the site selection goal of the Master Facilities Plan toward which the committee will be working.

2. ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON

Dr. Martin declared that nominations were open for chairperson.

Ms. Helen Gammon was nominated by Ms. Betsy Rix; Mr. Bob Senz was nominated but declined; Mr. Bill Mahar was nominated by Ms. Gerry Fong; Mr. Randy Chapin was nominated but declined.

Vote was taken by a show of hands. Ms. Gammon was elected chairperson by a majority of those present.

Dr. Martin declared that nominations were open for vice chairperson.

Mr. Bill Mahar was nominated by Ms. Gerry Fong. Mr. Mahar was elected vice chairperson by acclamation.

3. COUNTY GENERAL PLAN PHILOSOPHY AND CONSIDERATIONS

Mr. Jim Eggemeyer from the San Mateo County Planning and Building Division gave an overview and answered questions regarding the County General Plan.

4. CITY OF HALF MOON BAY GENERAL PLAN PHILOSOPHY AND CONSIDERATIONS

Mr. Chris Gustin, Planning and Building Director for Half Moon Bay, spoke about various parcels and made recommendations about what the District should consider when looking at sites.

5. THE CUNHA INTERMEDIATE SCHOOL EDUCATIONAL PHILOSOPHY AND PROGRAM

Mr. Randy Chapin, Cunha Principal, spoke on the philosophy of what a middle school should offer to students; educationally, emotionally, and socially.

A member of the audience, Ms. Elaine Parker, asked that the committee consider keeping the middle school in the "heart of the community" as it is at the present Cunha site. Dr. Martin, Ms. Gammon and Mr. Mahar addressed this explaining that the Master Facilities Plan Committee had considered this issue and that the acreage of the Cunha site is too small according to state regulations.

6. SITE CONSIDERATIONS FROM THE ARCHITECT AND EXAMPLES OF NEWLY DESIGNED AND CONSTRUCTED INTERMEDIATE SCHOOLS

Mr. Lee Karney gave a presentation on guidelines for site consideration. He then described some intermediate school designs his firm had recently done.

7. **POSSIBLE SITES TO BE STUDIED**  
Dr. Martin showed on maps the sites that she had visited and that the committee will be viewing on their site visits on September 7, 1996. Discussion followed with committee members offering information on various parcels that might be available.
8. **FORMATION OF INDIVIDUAL SITE STUDY TEAMS**  
The members agreed to wait until after the site visits on September 7 to establish individual teams.
9. **SCHEDULE FOR SITE VISITS ON SEPTEMBER 7**  
The committee will meet in the District Office parking lot at 9:00 a.m. on Saturday, September 7, 1996.
10. **ADJOURNMENT**  
The meeting was adjourned at 9:13 p.m. by Chairperson Helen Gammon.

Minutes presented by: Roberta Carlson  
Minutes reviewed by: Jane Martin

# MEMORANDUM

DATE: December 15, 1997  
TO: Mark  
FROM: Roberta  
RE: Notes from September 18, 1996 Intermediate School Site Selection  
Committee Meeting

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The notes I took at the September 18, 1996 meeting of the Site Selection Committee reflect the following:

Jane Martin introduced Mr. Stan Rose of the California State Department of Education, School Facilities Planning Division, 721 Capitol Mall, P.O. Box 944272, Sacramento, CA 94244-2720, phone number (916) 445-2144. Mr. Rose said that the Cabrillo Unified School District is fortunate to have so many viable sites. Mr. Rose further stated that he would recommend that the site near the airport not be considered.

Later during that same meeting, the Committee discussed the eleven sites which were on the list of those to be considered, in order to determine which were or were not feasible. One of the actions taken by the Committee following this discussion was, by a majority vote, to remove the district owned property near the airport from the list.

A copy of the minutes of the September 18, 1996 meeting are attached.

**Cabrillo Unified School District**  
**498 Kelly Avenue • Half Moon Bay, CA 94019**

**Intermediate School Site Selection Committee**

**Minutes of Meeting of September 18, 1996**

Place: District Office Conference Room

**Committee Members  
Present at the Table:**

Randy Chapin  
Carol Cupp  
Gerry Fong  
Joan Fulp  
Helen Gammon  
Chris Gustin  
Tony Lourenco  
Bill Mahar  
David Mier  
Kate O'Shea  
Max Rasamimanana  
Diane Regonini  
Betsy Rix

**Others Present  
at the Table:**

Jane Martin  
Jim Tjogas  
Lee Karney

1. **CALL TO ORDER/QUORUM ESTABLISHED/PLEDGE OF ALLEGIANCE**  
The Meeting was called to order at 7:10 p.m. by Chairperson Helen Gammon.
2. **STATE DEPARTMENT OF EDUCATION SITE ACQUISITION**  
Dr. Martin introduced Mr. Stan Rose of the State Department School Facilities Planning Division. Mr. Rose gave the Committee information and guidelines about the process of selecting a school site.
3. **APPROVAL OF MINUTES OF SEPTEMBER 4, 1996 MEETING**  
Moved by Ms. Kate O'Shea and seconded by Ms. Gerry Fong to approve the minutes of the September 4, 1996 meeting.  
  
Motion passed unanimously.
4. **DISCUSSION REGARDING THE SEPTEMBER 7, 1996 SITE VISITS AND DETERMINATION OF FEASIBLE SITES**  
The Committee discussed the various sites and made the following actions:  
  
Site #1 North Wavecrest (west of Highway 1) - agreed by consensus to leave this site on the list as feasible  
Site #2 Podesta property (adjacent to Half Moon Bay High School) - agreed by consensus to leave this site on the list as feasible.  
Site #3 Scopesi and Renati property (south of Lutheran Church) - moved and seconded to remove this site from the list. Motion passed by majority vote.  
Site #4 Site adjacent to Grand View - moved and seconded to remove this site from the list. Motion passed by majority vote.  
Site #5 Santo property between Sea Haven and Frenchman's Creek - agreed by consensus to leave this site on the list as feasible.  
Site #6 Adjacent to north of Frenchman's Creek - moved and seconded to remove this site from the list. Motion passed by majority vote.  
Site #7 Old driving range - moved and seconded to remove this site from the list. Motion passed by majority vote.  
Site #8 Adjacent to El Granada School - agreed by consensus to leave this site on the list as feasible.  
Site #9 Adjacent to El Granada Quarry Park - moved and seconded to remove this site from the list. Motion passed by majority vote.  
Site #10 District owned property at Clipper Ridge - moved and seconded to remove this site from the list. Motion passed by majority vote.  
Site #11 Properties north of Sweetwood Park - agreed by consensus to leave this site on the list as feasible.  
  
There was further discussion regarding Site #3. It was moved and seconded to put this site back on the list as feasible. Motion passed by majority vote.  
  
There was further discussion relating to the present Cunha Intermediate School site. Motion was made to have the Cunha site on the list as feasible. No second was made - motion failed.
5. **FORMATION OF INDIVIDUAL SITE STUDY TEAMS**  
The Committee broke into groups to study those sites which had been listed as feasible.

RECESS 8:30 P.M.

RECONVENE 8:40 P.M.

6. **REPORTS TO WHOLE COMMITTEE OF PROS AND CONS**  
A spokesperson for each of the groups reported to the Committee on the pros and cons developed on the feasible sites.  
Mr. Lee Karney presented drawings of several intermediate schools his architectural firm had designed.
7. **THE PUBLIC IS INVITED TO ADDRESS THE COMMITTEE ON MATTERS NOT LISTED ON THE AGENDA.**  
No one addressed the Committee.
8. **ADJOURNMENT**  
The meeting was adjourned at 9:40 p.m. by Chairperson Helen Gammon

Minutes presented by: Roberta Carlson  
Minutes reviewed by: Jane Martin

Cabrillo Unified School District  
498 Kelly Avenue • Half Moon Bay, CA 94019

Intermediate School Site Selection Committee

Minutes of Meeting of October 9, 1996

Place: District Office Conference Room

Committee Members  
Present at the Table:

Randy Chapin  
Carol Cupp  
Mike Donegan  
Gerry Fong  
Joan Fulp  
Helen Gammon  
Chris Gustin  
Tony Lourenco  
Bill Mahar  
David Mier  
Kate O'Shea  
Max Rasamimanana  
Diane Regonini  
Betsy Rix  
Bob Senz  
Silvia Valle

Others Present  
at the Table:

Jane Martin  
Jim Tjogas  
Lee Karney

1. CALL TO ORDER/QUORUM ESTABLISHED/PLEDGE OF ALLEGIANCE  
The Meeting was called to order at 7:03 p.m. by Chairperson Helen Gammon.
2. APPROVAL OF MINUTES OF SEPTEMBER 18, 1996 MEETING  
The minutes of the September 18, 1996 were approved as presented.
3. REVIEW PROS AND CONS OF CUNHA INTERMEDIATE SCHOOL SITE  
The committee discussed and listed the pros and cons of the Cunha site and agreed that it would remain on the list of feasible sites.
4. REVIEW DRAFT OF COMMITTEE REPORT AS DEVELOPED TO DATE  
As the Committee discussed the information on the various sites, the following actions were taken:

Agreed by consensus to remove the Santo property and the Scopesi/Renati property since they have been rated as Agricultural Class 1 Soil and also it is very doubtful that the owners will be willing to sell.

Discussion followed on the El Granada site and the concern regarding the proximity to the airport.

Mr. Ken Wilson was present in the audience and addressed the Committee asking that the Governing Board be given as many feasible options as possible.

Further discussion followed. It was unanimously agreed that the El Granada site would remain on the list of sites to be considered.

The Committee then discussed the twelve criteria for all of the proposed sites and rated each using consistent criteria to evaluate each site (see Appendix A of the final report to the Governing Board).

Mrs. Elaine Parker addressed the Committee from the audience and expressed a concern regarding traffic as a safety issue on the Podesta property.

RECESS 8:18 P.M. RECONVENE 8:27 P.M.

Mr. Randy Chapin reported that he had spoken to staff at three middle schools that are located near high schools and that all comments he got were positive regarding locating near a high school.

The Committee continued with the rating of the sites. The final ranking (lowest number of points is highest ranking) were as follows:

- |    |  |
|----|--|
| #1 | Podesta property, adjacent to high school - 24 points                  |
| #2 | Friendly Acres, south of Young Avenue, west of Highway 1 - 26 points   |
| #3 | North Wavecrest - 42 points  |
| #4 | Cunha property - 54 points   |
| #5 | El Granada property, south of El Granada Elementary School - 64 points |

5. NEXT STEPS  
Mrs. Helen Gammon and Dr. Jane Martin will work on the next draft of the report to the Governing Board and will send that draft to the Committee to be discussed and perhaps finalized at the meeting on October 23, 1996.
7. THE PUBLIC IS INVITED TO ADDRESS THE COMMITTEE ON MATTERS NOT LISTED ON THE AGENDA.  
No one addressed the Committee at this time.
8. ADJOURNMENT  
The meeting was adjourned at 9:50 p.m. by Chairperson Helen Gammon

Minutes presented by: Roberta Carlson  
Minutes reviewed by: Jane Martin