

AGREEMENT TO PREPARE
DEMOGRAPHIC & FACILITY ANALYSIS
TO ASSIST WITH SCHOOL CONSOLIDATION

for

MT. DIABLO UNIFIED SCHOOL DISTRICT

Prepared by:

Jack Schreder & Associates
2230 K Street
Sacramento, California 95816
(916) 441-0986

CONTENTS

INTRODUCTION/SCOPE OF SERVICES.....	1
CONSULTING FEES.....	6
DEMOGRAPHIC METHODOLOGY.....	7
SIGNATURE.....	8

DEMOGRAPHIC & FACILITY ANALYSIS

INTRODUCTION

As the demographics of community change, school districts adopt a variety of options for accommodating students, i.e. shifting attendance areas, reconfiguration of grade levels, modernizing schools, constructing new schools or consolidating campuses. We are committed to providing the district with a comprehensive Demographic and Facility analysis to assist in making informed decisions for the school closure process. The scope of work and methodology is outlined in the following pages.

Jack Schreder & Associates is a comprehensive school planning firm. Our staff has been preparing Demographic Studies, Enrollment Projections Studies, and Facility Master Plans for 25 years. We have assisted numerous districts during the school consolidation process through providing information, attending and presenting at Board of Education, community, and facility committee meetings. We assist Districts in engaging and gaining support for facility decisions, including boundary adjustments and school closures. Our work includes small school districts as well as large districts throughout California.

SCOPE OF SERVICES

In order to assist the Mt. Diablo Unified School District (MDUSD) in configuring school facilities in a timely manner for all students, the District has requested a demographic analysis of its community and students along with an analysis of District facilities.

The following components outline the consultant's work for the preparation of a report and presentation to District staff and school closure facility committee.

The report and presentation will include a demographic and spatial analysis of the community and student population, a detailed facility analysis outlining current capacities with considerations for the return of Class Size Reduction, a review of current and planned residential development, a student generation analysis in order to determine future students from planned development, 10-year enrollment projections and 10-year resident projections. This comprehensive report will provide District staff and the facility committee with the all information necessary to build scenarios for potential school consolidation and/or boundary redistricting.

The following components outline the consultant's work for the preparation of the Demographic Analysis and Facility Report.

COMPONENT A: SPATIAL ANALYSIS

Component A includes the preparation of a Districtwide spatial analysis of students and the community. This includes an analysis of where students reside vs. where students attend school. Once completed, this invaluable smart mapping tool will be utilized to assist the District in the preparation of school consolidation and redistricting scenarios.

1. Preparation of District specific Geographic Information System in order to prepare districtwide digital full color maps for school attendance areas with school sites linked to map (including sites currently leased, charter sites, etc).
2. Preparation of pincode maps of current student data (including addresses, school of residence vs. school of attendance, ethnicity, special programs, and other pertinent district student data) to district maps in order to provide reports on any defined geographic area.
3. Preparation of District map and report identifying current and planned residential developments within the District, including build-out timelines and expected students to be generated by grade level from each development.

COMPONENT B: FACILITY ANALYSIS

Component B will assess the District's existing educational and support facilities. The specific steps of Component B will include:

1. An evaluation of the District's pupil capacity. A comparison of classroom capacities and constraints to increased/decreased enrollment (e.g, site size, etc.) will be provided. Capacities will be based on both district and state class size standards. Class size reduction capacities and special program needs will be included in the facility assessment to allow for the potential reintroduction of CSR into the curriculum and room to house special populations.
2. A review of the District's current facilities, acreages of sites, and an analysis of all sites for potential expansion or alternative uses by District.

COMPONENT C: STUDENT GENERATION STUDY

Accurate student generation factors are imperative in projecting future enrollments, by area of district and housing type. Component C will analyze students generated from new housing constructed within the District in addition to housing turnover in older neighborhoods. Specific steps will include:

1. Preparation of student generation report by housing type (i.e. single family detached, single family attached, multi-family, affordable) by size, by age of house, by area of District. Other criteria may be linked to this study, i.e. assessed valuation, etc.
2. Analysis of student generation factors by square footage, age of housing, and type of housing.
3. Analysis of past and recent housing construction vs. current enrollments in district.
4. Linking of information to attendance area maps in order to project students by attendance area.

COMPONENT D: LAND USE AND DEVELOPMENT

Component D will identify current and anticipated land use plans and policies, and their potential effects on the District. Pertinent City and County agencies (planning agencies, redevelopment agencies, etc.) will be contacted to provide specific information, including but not limited to tract numbers, developer contacts, current and proposed development and build-out of same. Specific steps in this component will include:

1. A review and analysis of all relevant land use plans and information that may affect development patterns in the District, including mapping of redevelopment areas, CFD's, Urban Limit Lines, etc.
2. Preparation of a database of all planned development over the next ten years, including tract numbers, number of units, expected build-out and a timetable demonstrating student generation rates and total number of projected students for each development at specific grade levels.
3. An analysis of all vacant land which may be developed. This analysis will include major development constraints and construction timetables.
4. Prepare map of all planned residential developments.

5. An analysis of economic growth forces and major issues, which may affect development in the District (i.e., seismic safety, water supply, environmental and growth restrictions, flood zones).

COMPONENT F: ENROLLMENT PROJECTIONS

Component F will provide enrollment projections based on historic and anticipated development, birth trends, and student migration. Specific steps will include:

1. Preparation of annual enrollment projections to the 2019-20 school year. The projections will be grade and school specific.
2. Using current zoning, build-out potential, and absorption schedules for residential development, three enrollment projections will be calculated based on housing build-out after applying student generation factors, including a most likely projection based on consultant's research.
3. An analysis of projection sensitivity, identifying District policies, community trends or events which may cause projections to deviate from the "most likely" projection.
4. A discussion of enrollment projection methodology and supporting documentation.

COMPONENT G: PREPARATION OF OPTIONS

This component includes working with District staff and the facility committee to develop options for facilities.

1. Presentation to District Staff and Facility Committee of all components A-F.
2. Identification of various options for balancing enrollments at elementary, middle and high schools districtwide.
3. Identification of school sites for potential consolidation based on District criteria and findings of consultants in Components A-F.
4. Committee meetings to present various options and revise as requested.
5. Identification of new boundaries based on District criteria and findings of Community Committee in conjunction with consultant's input.

COMPONENT H: PREPARATION OF DOCUMENTS

This component includes the preparation of new boundary maps and a new resident street directory to reflect any and all school consolidation and/or redistricting adopted by the Board of Education.

CONSULTING FEES

The Consultant will provide services as needed and requested by the District. Services will be at the rate of \$145 per hour. Services will be documented and invoiced on a monthly basis.

ADDITIONAL CONSIDERATIONS

The Consultant shall be reimbursed as follows:

1. Visitations to the District shall be billed at \$145.00 per hour including travel time.
2. Work completed above and beyond the hours specified in this contract shall be billed at \$145.00 per hour.
3. Mileage for all meetings shall be reimbursed to the Consultant at the rate of .50 per mile. Necessary lodging and meal expenses for all meetings shall be reimbursed to the Consultant.
4. Reproduction of documents shall be the responsibility of the District. The Consultant will provide duplicating services on an actual cost basis.
5. Express mail expenses will be documented and reimbursed to the Consultant.

DEMOGRAPHIC METHODOLOGIES

- Geographical Information System, ESRI Arcview, for spatial analysis of all collected demographic data, preparation of maps, reports, including district data, planning agency (City and County data), and other specific land use data pertinent to this study.
- Cohort survival district specific methodology for enrollment projection, including birth rates, and historical enrollments.
- A real estate database accessed to acquire assessor's data for information on residential units by type, by year constructed, by square footage for purposes of student generation and enrollment analysis.
- Acquisition of public and private agency demographic data specific to Mt. Diablo Unified School District.

This agreement is between the Mt. Diablo Unified School District and Jack Schreder & Associates.



Pete Pedersen
Assistant Superintendent
Mt. Diablo Unified School
District

Jack Schreder
Jack Schreder & Associates

Date

July 22, 2010

Date