



School/City Liaison Committee Summary Minutes Final



School/City Liaison Committee Meeting Wednesday, November 29, 2006

8:15 AM to 9:30 AM
City of Palo Alto, Civic Center
Council Conference Room
250 Hamilton Ave
Palo Alto

In Attendance:

City of Palo Alto

Larry Klein, City Councilmember, Chair
Emily Harrison, Assistant City Manager
Rob De Geus, Rec & Yth Sc Div Mgr for Community Services
Khashayar Alaei, Supv Rec Prog for Community Services
Jennifer Landers, Coord Rec Prog for Community Services
Paul Dias, Golf & Parks Div Mgr for Community Services
Lynne Johnson, Police Chief
Dennis Burns, Police Captain

Palo Alto Unified School District

Jerry Matranga, Deputy Superintendent
Barb Mitchell, Board Member
Kathy Durkin, Manager, Auxiliary Services
Pete Pearne, Manager of Maintenance Operations
Sandy Zirulnik, President of On Line consulting services

Handouts: School Security Collaboration
Jordan Athletic Field Use
Jordan Site Worksheet
Field/Park Reservation Program

Meeting convened at 8:20 a.m.

Roll Call: Council Member Mossar Absent
Board Member Price Absent

1. Oral Communications: None

2. Approval of Minutes from July 12, 2006

Ms. Mitchell moved to approve. Mr. Klein seconded. Minutes approved 2-0.

3. Approval of Minutes from September 27, 2006

Ms. Mitchell moved to approve. Mr. Klein seconded. Minutes approved 2-0.

4. School District Security Update:

Mr. Pearne said a task he'd been given was looking at security issues in the School District. As pointed out on the handout there has been an increase in arson, mostly small with the exception of an incident at Gunn. Mr. Pearne said graffiti is also an ongoing problem that looked to be gang related. The police department was called out to check it out and because it was gang related, the District and City began working more closely together on security issues. Captain Burns came out with some officers and surveyed the schools and made recommendations on things like recording camera systems. Mr. Pearne said there are 2 officers sitting on the security committee, Scott Savage and Robert Longwell and they have been helpful in giving suggestions or examples of what to do. Mr. Pearne said the District has been working on ACAMS. It is a program where everything for the schools is computerized for the police or fire department to view a site map or identify a specific building. The District is in the process of hiring an Asset Manager.

Chair Klein asked for a job description of an Asset Manager. Mr. Pearne said it would be combined with a position that would also work on capital improvement projects. The Asset Manager would maintain the actual data that is in the ACAMS program. For example, the questions of who are the contacts, what are the phone numbers and when are they on campus is data the Asset Manager would keep updated in the program.

Mr. Pearne said the District is getting a lot of help from a consulting service called On Line. He introduced Sandy Zirulnik who is helping the District with the camera issue and the committee.

Mr. Zirulnik said his company is trying to take a practical common sense but comprehensive approach to security. The process has been to work with the committee to get the concerns and try to define what is working well and not working. It is an ongoing effort.

Mr. Pearne said Mr. Zirulnik brought the idea of a security program. Because of the cost of security, there was only one guard for 18 sites. With the increase in incidents

outside additional security was hired. The committee was asked to look at what they would recommend to improve security. The committee hired a company called PPS (personal protective services). Part of the security program Mr. Zirulnik is building is having different levels of security and building additional security into the budget. With the program there will be a definition of what level of security is provided when.

Mr. Pearne said there are problems with the narrow vision field the camera provides. Right now there is a 6 month trial period for the cameras as well as having 3 guards divided among the schools in the District.

Mr. Pearne said the one of the next steps is better communication with the police. Another is a complete comprehensive plan by the end of January, hopefully with policies and procedures. Systematic data collection in a central location is another next step.

Chair Klein asked how much of a problem is there and how many kids have been caught.

Mr. Pearne said it was difficult to answer. There have been a few caught through offering a reward to students. The police have caught some bike thieves.

There was a brief discussion about police methods of catching the vandals, possible discipline and gang related issues.

Mr. Matranga said an update would be given in a few months.

5. City Programming of School District Fields for Sports:

Mr. De Geus introduced Mr. Alae and Ms. Landers.

Mr. Alae said 2 issues are before the committee. First, Palo Alto does not have enough fields to meet the needs of the community. Second, the neighbors are at odds over the use of Jordan fields. He said that as the population increases in Palo Alto sports activities will increase. Efficient use of the parks and fields are the only tools to meet the needs of the community. Fourteen months ago a comprehensive study of the overall field and park reservation system was conducted. Field user meetings were restructured to meet monthly to create a team to ensure the most efficient use of high quality fields. He passed out handouts and gave a brief overview of the content.

Mr. Klein asked if other sites experienced the same problems as Jordan with field usage. Mr. Alae said occasionally Seale Park.

Ms. Mitchell asked what is different about Jordan. Mr. Alae said it was due to the proximity and size of the field. It has significantly more play on the field.

Ms. Mitchell asked if usage has increased. Mr. Alae said there has been no increase usage; in fact, it has decreased since 2000.

Mr. De Geus said over the last 2 years there has been a change in noise, which is a main concern of the neighbors.

Ms. Mitchell asked what was learned from the study. Mr. Alae said the fields were not controlled as much as they are now. The fields used to be brokered from 8am - 8pm and now after working with the neighbors it has been restricted from 9am – 6pm since January 2006.

Ms. Harrison said the key is to work together with the City, District and the neighbors.

Mr. Dias said this item would be referred back to the Parks and Recreation Commission.

6. Alternate Emergency Operations Center Sites:

Ms. Harrison said as part of the overall emergency planning effort an alternate site needs to be found. Mr. Matranga and Ms. Harrison were investigating having an alternate site at a school facility since the schools are all up to seismic standards. It is being looked into.

7. Future Meetings and Agenda Items:

There is no December meeting scheduled and in January 2007, the meeting rolls back over to the District site. When the meetings reconvene, it will be at 25 Churchill.

Meeting adjourned at 9:25