



# Compton Unified School District

Facilities Management

Comprehensive Review  
August 2001

**Administrative Agent**  
**Larry E. Reider**  
**Office of Kern County**  
**Superintendent of Schools**

Chief Executive Officer  
Thomas E. Henry

## **1.3 School Safety – Plan for Protection of People and Property**

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### **Legal Standard**

Demonstrate that a plan of security has been developed which includes adequate measures of safety and protection of people and property. [EC 32020, 32211, 35294-35294.9, 39670-39675]

### **Consent Decree Stipulation**

This standard was identified in the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant.

Additional related stipulations (Section 14) include the development of a district-wide security plan, the establishment of a district security committee that reviews implementation of the security plan, providing an annual public hearing before the board, the encouragement of voluntary participation of parents in school security patrols and training for parents.

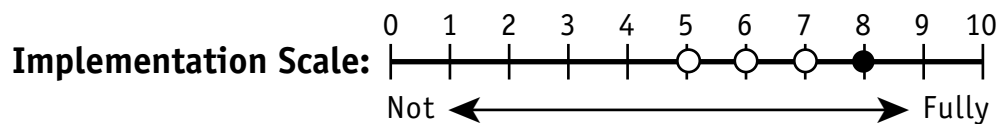
### **Progress on Recommendations and Recovery Steps**

1. The Facilities Division has been reorganized. The Chief Facilities Officer left the district in June, 2001 to accept a position with the Oakland Unified School District. The district chose not to fill the vacant position, but to establish a position of Senior Director for Facilities, Maintenance and Transportation, under the supervision of the district's Chief Fiscal Officer. The Senior Director position is not a cabinet level management position. The newly organized cabinet consists of a Deputy Superintendent, three Associate Superintendents for Human Resources, Grades 9 to 12, and Grades Pre-K to 8, the Chief Fiscal Officer, and an Assistant Superintendent for Curriculum and Instruction. The governing board has hired a new superintendent who will begin work on August 27, 2001 and assume leadership of the cabinet and the district. The State Administrator will work collaboratively with the new superintendent during the next school year as the district transitions to assumption of full governing board authority and control.
2. During the last school year, the supervision of the school district's police force was placed under the Facilities Division for operational oversight and supervision. However, with new cabinet level management personnel hired in February, and the anticipated resignation of the Chief Facilities Officer in June, the district reorganized its management structure. Under the new organizational structure, Police Services was placed under the supervision of the new Deputy Superintendent of Educational Services in February. When Police Services was part of the Facilities Division, the school site safety committees were reorganized to involve site administration, staff, district police and parents, to discuss issues such as identifying potential problem areas as "hot spots" on the campus, and redeploying on-site security personnel more effectively. Police Services does, however, continue to work with school site safety committees.

3. Other security issues addressed by the Facilities Division last year included redefining the responsibility of site staff, and clarifying operational processes such as who has access to campus keys and how keys are distributed. Campus signs were redesigned to reroute foot traffic on the campus.
4. Security alarms are in place in most of the district's schools. Only two sites, one high school and one middle school, still need to be wired for a new security system. The security alarms are monitored by a security company which notifies Police Services whenever an alarm is triggered. The district reports a higher apprehension rate of perpetrators of vandalism and property crimes.
5. School site safety committees continue to determine safety concerns and recommend remedial action to the school administrator and the district office. Documentation of committee meetings and agendas are verified during school site visits by district administration and a FCMAT representative.
6. Several security initiatives implemented earlier and reported in previous progress reports continue. Many school sites have video cameras affixed in key spots on campus. The district has reduced the number of facility use permits for community use, and has closed its campuses to the public on weekends and overnight beginning at 9:00 p.m. School perimeter gates are locked, and perimeter fencing at many sites has reduced the number of incidences of property damage on school campuses. Signs are posted on each campus warning against trespassing, and directing visitors to report to the administration office.

### **Standard Implemented: Fully Implemented – Substantial**

February 1999 Rating: 5  
 August 1999 Rating: 6  
 February 2000 Rating: 7  
 August 2000 Rating: 7  
 February 2001 Rating: 8  
 August 2001 Self Rating: 9  
 August 2001 New Rating: 8



## 1.4 School Safety – Restrictions on Flammable and Toxic Materials

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### Legal Standard

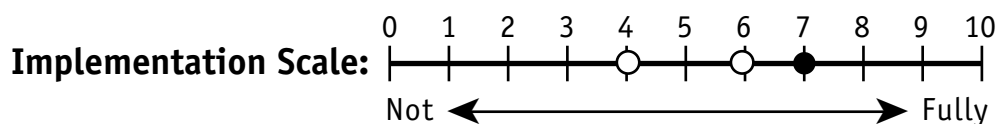
To ensure that the custodial and maintenance staff are regularly informed of restrictions pertaining to the storage and disposal of flammable or toxic materials. (EC 49341, 49401.5, 49411, F&AC 12981, H&SC 25163, 25500-25520, LC 6360-6363, CCR Title 8 §5194)

### Progress on Recommendations and Recovery Steps

1. The district's Injury and Illness Prevention Plan (IIPP) includes a training component for all buildings and grounds staff and plant managers. The district began the staff training program on hazardous materials and substances with an outside environmental consultant, Encorp Environmental Management and Services in April 1999. Since that time, the district personnel office has assumed responsibility for monitoring and providing required training for district staff. A recent schedule of mandatory training activities was shared with the review team.
2. The district has taken steps to check storage areas on all district sites for toxic materials for removal. The most recently cleaned out area was the storage area at the maintenance and operations site.
3. All school sites have an Injury and Illness Prevention Plan located in the office. The IIP plans contain information regarding asbestos, lead and chemicals and their location on campus. AERA reports are present at each school site.
4. The old chemicals at one of the Compton High School's science lab storerooms, which were observed during a FCMAT site inspection in December, were removed and the storeroom cleaned out.

### Standard Implemented: Partially Implemented

February 1999 Rating: 4  
August 1999 Rating: 6  
February 2000 Rating: Not Reviewed  
August 2000 Rating: Not Reviewed  
February 2001 Rating: Not Reviewed  
August 2001 Self Rating: 7  
August 2001 New Rating: 7



## 1.5 School Safety – Documented Process for Key Control

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### Professional Standard

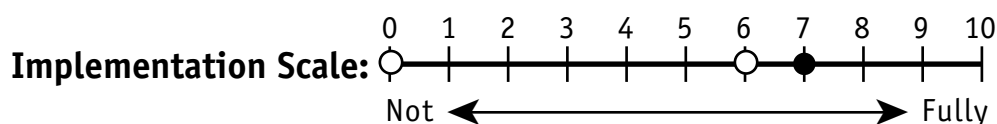
The district has a documented process for the issuance of master and sub-master keys. A district-wide standardized process for the issuance of keys to employees must be followed by all district administrators.

### Progress on Recommendations and Recovery Steps

1. The master key security is being maintained. The district is attempting to provide greater accountability in the issuance of master and sub-master keys. The district continues to issue master keys only to site administrators. Sub-master keys are issued to assistant principals with the principal's approval, and to plant managers and custodians.
2. The Board Policy 3517(a) has been updated to delineate the conditions for issuance of keys. The policy is active and managed.

### Standard Implemented: Partially Implemented

February 1999 Rating:	0
August 1999 Rating:	6
February 2000 Rating:	Not Reviewed
August 2000 Rating:	Not Reviewed
February 2001 Rating:	Not Reviewed
August 2001 Self Rating:	9
August 2001 New Rating:	7



## 1.6 School Safety – Monitoring of Bus Loading/Unloading Areas for Safety

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### Professional Standard

Bus loading and unloading areas, delivery areas, and parking and parent loading/unloading areas are monitored on a regular basis to ensure the safety of the students, staff and community. Students, employees and the public should feel safe at all times on school premises.

### Consent Decree Stipulation

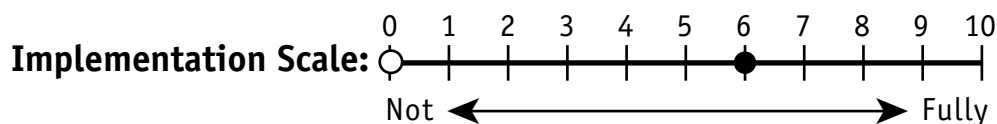
This standard was identified in the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant.

### Progress on Recommendations and Recovery Steps

1. As reported in the fourth six-month progress report, the district contracted its student busing services to an outside vendor in September, 2000. Contracted bus services have been provided for the last school year. The bus routes and pick up points were established with the new transportation contractor. The district also began enforcing the walking distances included in district policy which reduced the ridership and eliminated some bus pickup sites. The bus loading and unloading areas at school sites are generally monitored by site security “yellow jackets” on a regular basis to ensure student safety. Pick-up points in the neighborhood, however, remain difficult to monitor.
2. The district facilities committee has examined current school attendance boundaries. The district had planned to build and open a new elementary school in September 2001 with modular buildings, which would have prompted the establishment of new school attendance boundaries in the area. However, as the district has not received modernization or new construction funds from the state, the time line for this school has been postponed, pending the receipt of state funds. The district is hopeful that boundary revisions will enable students to attend their neighborhood school, reducing the need to transport students to school in another neighborhood.
3. The architectural plans for new schools in the district include designs for new bus loading/unloading points. Student safety has been a consideration in the development of the designs.

### Standard Implemented: Partially Implemented

February 1999 Rating:	0
August 1999 Rating:	6
February 2000 Rating:	Not Reviewed
August 2000 Rating:	6
February 2001 Rating:	6
August 2001 Self Rating:	7
August 2001 New Rating:	6



## 1.7 School Safety – Installation and Operation of Outside Security Lighting

### Professional Standard

Outside lighting is properly placed and monitored on a regular basis to ensure the operability/adequacy of such lighting to ensure safety while activities are in progress in the evening hours. Outside lighting should provide sufficient illumination to allow for the safe passage of students and the public during after hour activities. Lighting should also provide security personnel with sufficient illumination to observe any illegal activities on campus.

### Consent Decree Stipulation

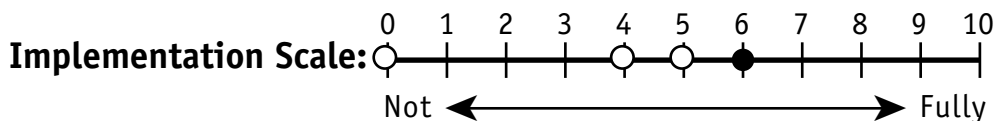
This standard was identified in the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant.

### Progress on Recommendations and Recovery Steps

1. The district has identified a number of projects to provide extra outside lighting on several of the site campuses. Priorities have been set for these projects. Energy conservation practices are being implemented. The mobile repair teams are assigned to school sites on a rotational basis and replace lights and light fixtures as needed. The site staff monitors for working lighting fixtures and reports fixtures that need repair. The district uses deferred maintenance funds to focus on this effort and make needed repairs. The district included improvements to its outdoor security lights for its campuses in its modernization plans.
2. As indicated in previous six-month progress reports, the district has reduced the number of evening hour activities held on school campuses, and has increased the amount of security at major evening events. The district has reduced the number of facility use permits it grants to minimize after hours traffic on campus.
3. Periodic, unannounced school visits continue to be conducted by a FCMAT representative to monitor the maintenance of safe campus conditions.

### Standard Implemented: Partially Implemented

February 1999 Rating:	0
August 1999 Rating:	4
February 2000 Rating:	Not Reviewed
August 2000 Rating:	4
February 2001 Rating:	5
August 2001 Self Rating:	7
August 2001 New Rating:	6



## 1.8 School Safety – Graffiti and Vandalism Abatement Plan

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### Professional Standard

The district has a graffiti and vandalism abatement plan. The district should have a written graffiti and abatement plan that is followed by all district employees. The district provides district employees with sufficient resources to meet the requirements of the abatement plan.

### Consent Decree Stipulation

This standard was identified in the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant.

Additional related stipulations (Section 16) include that all schools are clean and free from graffiti, that unusable playground equipment is removed or repaired, that schools are free of litter and that a community service program of five hours per semester has been developed for students.

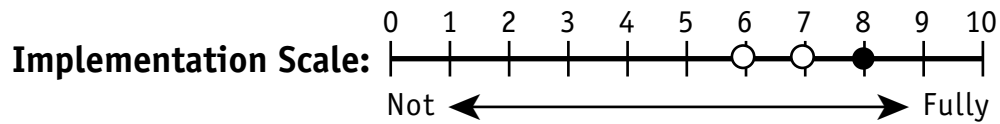
### Progress on Recommendations and Recovery Steps

1. The district continues to implement its graffiti abatement program, which is one of immediate removal. This continues to be a strong plan, and the district considers graffiti removal as a major priority. The Facilities Division has worked with Compton High School on preventative steps to eliminate, not just abate, graffiti. Site security personnel are assigned to patrol specific sections or “grids” on the campus to supervise graffiti-prone areas. The monitoring by on-site staff remains key to eliminating graffiti.
2. As reported in previous six-month reports, the district has assigned one district maintenance employee to remove graffiti at district schools, visiting each high school every day. In addition, the school custodial staffs have targeted graffiti as a priority for removal every day. Site custodians handle the small paint jobs, and call the district for help on the big paint jobs.
3. Paints and cleaning materials are made available to the school sites to remove graffiti immediately. Color matching has been addressed with employees, to minimize the patchwork effect of painting over graffiti. Staff are urged to take more care to eliminate sloppy, dripping paint. Staff are being more closely monitored to improve accountability. Non-productive employees are being provided training to improve, are reassigned, or are evaluated out if necessary.
4. Periodic, unannounced school visits continue to be conducted by a FCMAT representative to monitor compliance with the stipulations. School campuses are inspected regularly and appear to be relatively free from graffiti. The elementary and middle school campuses are clean and graffiti-free. The high school campuses remain a constant challenge for staff.



## Standard Implemented: Fully Implemented – Substantial

February 1999 Rating: 6  
August 1999 Rating: 6  
February 2000 Rating: Not Reviewed  
August 2000 Rating: 7  
February 2001 Rating: 7  
August 2001 Self Rating: 8  
August 2001 New Rating: 8



## **1.9 School Safety – School Site Emergency Procedures Plan**

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### **Legal Standard**

Each public agency is required to have on file written plans describing procedures to be employed in case of emergency. [EC 32000-32004, 32040, 35295-35297, 38132, 46390-46392, 49505, GC 3100, 8607]

### **Consent Decree Stipulation**

This standard was identified in the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant.

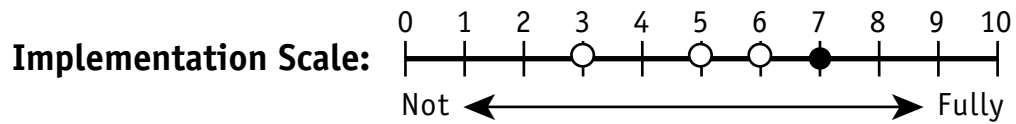
Additional related stipulations (Section 15) include that each school site has a fire warning system by September 1, 1999, that each school site has earthquake emergency procedure system, that fire drills and earthquake drop procedures are conducted according to education code, that written logs of fire and earthquake drop drills are maintained, that the written logs are available for public inspection and that the State Administrator conduct periodic reviews to ensure the log is being maintained.

### **Progress on Recommendations and Recovery Steps**

1. Written emergency plans are available at the school sites for earthquakes and other disasters. School site safety plans include fire evacuation plans, bomb threats or disturbances, and staff assignments in cases of emergencies. The availability of the school's site plans is checked during site visitations by district personnel and by FCMAT representatives.
2. Schools are required to conduct emergency drills according to Education Code and to maintain records of drills conducted. This process is verified for each site. The school's records are reviewed by district personnel and by FCMAT members. Periodic, unannounced site visits are conducted by a FCMAT representative to review the written logs of the scheduled drills held on the campus.
3. All schools have a fire alarm system in place. Thirteen schools, however, still use a bell system and are awaiting conversion to a strobe fire alarm system. Facilities staff have indicated that the plans for the upgraded fire alarm systems that were approved by DSA were not approved by the Fire Marshall. The district has therefore resubmitted plans to DSA for new approval, and is waiting for the two agencies to come to agreement.

## Standard Implemented: Partially Implemented

February 1999 Rating: 3  
August 1999 Rating: 3  
February 2000 Rating: Not Reviewed  
August 2000 Rating: 5  
February 2001 Rating: 6  
August 2001 Self Rating: 8  
August 2001 New Rating: 7



## 1.11 School Safety – Knowledge of Chemicals and Potential Hazards

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### Legal Standard

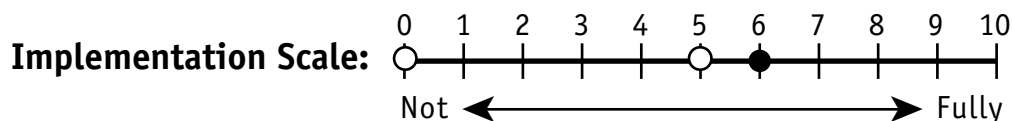
Maintenance/custodial personnel have knowledge of chemical compounds used in school programs that include the potential hazards and shelf life. [EC 49341, 49401.5, 49411, F&AC 12981, H&SC 25163, 25500-25520, LC 6360-6363, CCR Title 8 §5194]

### Progress on Recommendations and Recovery Steps

1. All school sites have an Injury and Illness Prevention Plan (IIPP) located in the office. The IIP plans contain information regarding asbestos, lead and chemicals and their location on campus. The district's IIP Plan includes a training component for all buildings and grounds staff and plant managers. The district began the staff training program on hazardous materials and substances with an outside environmental consultant, Encorp Environmental Management and Services in April 1999. Since that time, the district personnel office has assumed responsibility for monitoring and providing required training for district staff. A recent schedule of mandatory training activities was shared with the review team.
2. The district has taken steps to check storage areas on all district and school sites for toxic materials for removal. The most recently cleaned out area was the storage area at the maintenance and operations site.

### Standard Implemented: Partially Implemented

February 1999 Rating: 0  
August 1999 Rating: 5  
February 2000 Rating: Not Reviewed  
August 2000 Rating: Not Reviewed  
February 2001 Rating: Not Reviewed  
August 2001 Self Rating: 7  
August 2001 New Rating: 6



## 1.12 School Safety – Inspection and Correction of Unsafe Conditions

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### Legal Standard

Building examinations are performed, and required actions are taken by the governing board upon report of unsafe conditions. [EC 173679(a)]

### Consent Decree Stipulation

This standard was identified in the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant.

Additional related stipulations (Sections 9 and 18) include replacing boarded up windows, replacing broken windows within 72 hours, affixing a date and time to temporary material placed on broken windows; establishing site committees to inventory and prioritize repair and maintenance needs, and reporting to the State Administrator and board at least once a semester.

### Progress on Recommendations and Recovery Steps

1. FCMAT team members and representatives of the American Civil Liberties Union continue to conduct periodic, random site inspections of district facilities. In addition, a FCMAT representative and district personnel conduct redundant, periodic, unannounced school site visitations on a monthly basis to monitor conditions of school facilities. Schools receive a letter grade based on a criteria checklist. Letter grades may change at each site inspection.

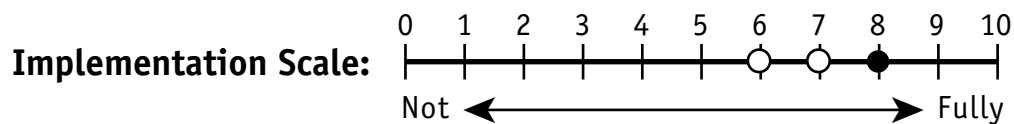
Site inspection reports continue to be shared with the ACLU, the State Administrator, and the Facilities Division. Reports of maintenance actions taken to remedy any deficiencies identified during inspections are reported back to the sites and the FCMAT inspector. Follow-up inspections are conducted. The district continues to comply with the replacement of broken windows.

2. The maintenance department handles any deficiency reported on the site inspection reporting forms right away. The department has established new criteria for determining emergency status of a project. Emergency projects become the new priority. Two mobile maintenance teams have been established to do routine maintenance at school sites. However, the teams are used to address any site inspection deficiencies that surface in an ACLU inspection. In the seven weeks prior to the review team's visit, the mobile maintenance teams visited ten sites to keep priority two repairs from becoming priority one problems. When scheduled on a rotational basis to the sites, the teams are generally assigned to a school site for approximately one and a half weeks. Sites are inspected ahead of the time the mobile team is scheduled to arrive to identify specific site needs. The mobile maintenance team lead also holds a meeting with the principal and plant manager upon arrival at the site.

3. Plant managers have been directed to conduct electrical inspections of their site on a monthly basis and to report in writing, any potentially hazardous electrical condition. A form for the documentation of these monthly reviews was developed, and records of the monthly reports from the sites is being maintained. Records of these reports were shared with the review team.
4. Building examinations were also required and performed as part of the district's modernization application. The district developed modernization project plans for all campus sites. Resources continue to be needed by the district to address the facilities issues identified in the inspection. State funds are not available to support the district's modernization projects at this time.
5. Building inspection reports are being taken to the State Administrator and board. Earlier corrective action taken by the State Administrator and Board in response to reported unsafe facilities conditions included tearing down vacant, dilapidated structures at Twain Elementary, the Visual and Performing Arts Center (VAPA), the Compton High School pool, and other fire damaged buildings in the district that were being inappropriately used by indigents and students skipping school.
6. The fourth six-month progress report reported that after the board received authority over the operational areas of Community Relations and Facilities Management in January 2001, one or two board members improperly exercised their authority by visiting school sites to direct facilities and maintenance work. Staff reported that this behavior has not recurred and board members are not going to employees directly.

### **Standard Implemented: Fully Implemented – Substantial**

February 1999 Rating: 6  
 August 1999 Rating: 6  
 February 2000 Rating: Not Reviewed  
 August 2000 Rating: 6  
 February 2001 Rating: 7  
 August 2001 Self Rating: 8  
 August 2001 New Rating: 8



## **1.14 School Safety – Sanitation is Maintained and Fire Hazards are Corrected**

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### **Legal Standard**

Sanitary, neat and clean conditions of the school premises exist and the premises are free from conditions that would create a fire hazard. [CCR Title 5 §633]

### **Consent Decree Stipulation**

This standard was identified in the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant.

Additional related stipulations (Sections 16 and 18) include that all schools are clean and free from graffiti, that unusable playground equipment is removed or repaired, that schools are free of litter and that a community service program of five hours per semester has been developed for students; other stipulations include establishing site committees to inventory and prioritize repair and maintenance needs, and reporting to the State Administrator and board at least once a semester.

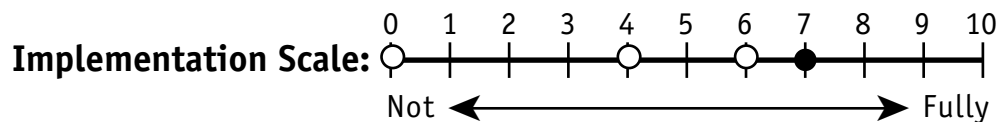
### **Progress on Recommendations and Recovery Steps**

1. Random, unannounced site inspections continue to keep all staff focused on maintaining the cleanliness of the school sites. The increased attention given to improving facilities and site cleanliness has resulted in cleaner campuses. Principals are required to inspect student restrooms three times a day and to take action to remedy any problems. Daily inspections by site principals have also improved campus cleanliness.
2. A site inspection checklist is used in the site inspection process, and a letter grade is given to a school based on the number of checklist criteria met. The maintenance department handles any deficiency reported on the site inspection reporting forms right away. The department has established new criteria for determining emergency status of a project. Emergency projects become the new priority. Two mobile maintenance teams have been established to do routine maintenance at school sites. However, the teams are used to address any site inspection deficiencies that surface in an ACLU inspection. In the previous seven weeks, the teams visited ten sites to keep priority two repairs from becoming priority one problems. When scheduled on a rotational basis to the sites, the teams are generally assigned to a school site for approximately one and a half weeks. Sites are inspected ahead of the time the mobile team is scheduled to arrive to identify specific site needs. The mobile maintenance team lead also holds a meeting with the principal and plant manager upon arrival at the site.
3. Sites are free from fire hazards. Most hazardous conditions already have been addressed by the district. If a random site inspection turns up any potential new hazard, it is addressed by the district right away. The district continues to maintain its emphasis on cleanliness and needs to sustain the momentum it is making in this area.

4. Most elementary and middle school campuses remain attractive and well-maintained. High school campuses continue to need attention. Employee pride in site facilities is more apparent at the elementary schools.
5. Custodial staffs receive training to improve site safety and cleanliness. A district maintenance employee has been assigned to remove graffiti at district schools, and makes an inspection of each high school every day. The district has assigned an additional classified employee to each of the three high schools to be responsible for landscaping and grounds at their site. The district conducts regular meetings with site principals and plant managers in attendance together to address cleanliness issues.
6. School site safety committees continue to make site inspections, and monitor facilities needs at the school. Site inspections conducted by a FCMAT representative, verifies committee agendas and meeting minutes.
7. Both classified and certificated staff remain responsible for addressing the daily removal of litter. Students at some schools also participate in school cleanliness activities as part of a community service emphasis.
8. All schools have a fire alarm system in place. Thirteen schools, however, still use a bell system and are awaiting conversion to a strobe fire alarm system. Facilities staff have indicated that the plans for the upgraded fire alarm systems that were approved by DSA were not approved by the Fire Marshall. The district has therefore resubmitted plans to DSA for new approval, and is waiting for the two agencies to come to agreement.

### Standard Implemented: Partially Implemented

February 1999 Rating:	0
August 1999 Rating:	4
February 2000 Rating:	Not Reviewed
August 2000 Rating:	6
February 2001 Rating:	6
August 2001 Self Rating:	7
August 2001 New Rating:	7





## 1.17 School Safety – All Exits are Free of Obstructions

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### Legal Standard

All exits are free of obstructions. [CCR Title 8 §3219]

### Consent Decree Stipulation

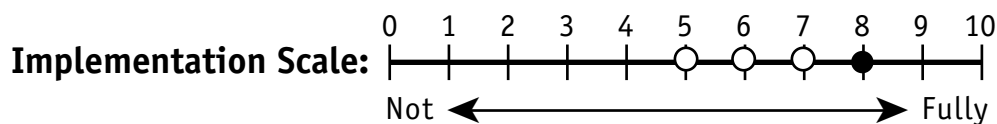
This standard was identified in the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant.

### Progress on Recommendations and Recovery Steps

1. Random, unannounced site inspections continue to be conducted to monitor the sites. The continual focus on site inspections has helped to ensure that procedures in place are being implemented, and that school campuses are being kept clean with no potential safety hazards.
2. The district reports that all exit doors are free of obstructions. There are a few doors, however, that are so old that they do not have operable door handles. Implementation of the district's modernization projects will help to remedy this issue. Custodial staff have been working to maintain neat storage areas.
3. Intrusion alarms at school sites have improved security of district property. The district's Police Services responds well. Incidents of break-ins have decreased. Security efforts by site staff, such as checking locked doors and windows, have increased.

### Standard Implemented: Fully Implemented – Substantial

February 1999 Rating:	5
August 1999 Rating:	5
February 2000 Rating:	Not Reviewed
August 2000 Rating:	6
February 2001 Rating:	7
August 2001 Self Rating:	9
August 2001 New Rating:	8



## 1.20 School Safety – Compliance for Under/Above Ground Storage Tanks

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### Legal Standard

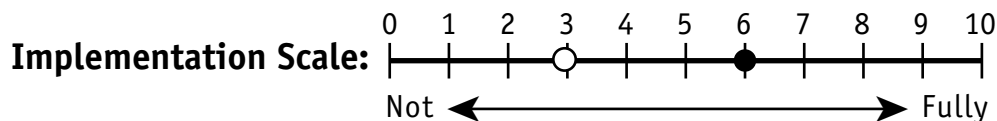
Requirements are followed pertaining to underground storage tanks. [H&SC 25292, CCR Title 26 §477, Title 23 §2610]

### Progress on Recommendations and Recovery Steps

1. One underground tank was replaced in 1998, one was removed, and another one is scheduled to be replaced as part of the district's five-year deferred maintenance plan. All district underground storage tanks were inspected on November 9, 1998 and found to be in compliance with Sections 25291 and 25292 of the California Health and Safety Code. The inspections have been maintained.
2. Training of maintenance/custodial/cafeeteria staff on the general industry testing, monitoring and inspection orders have been conducted.

### Standard Implemented: Partially Implemented

February 1999 Rating:	3
August 1999 Rating:	6
February 2000 Rating:	Not Reviewed
August 2000 Rating:	Not Reviewed
February 2001 Rating:	Not Reviewed
August 2001 Self Rating:	6
August 2001 New Rating:	6



## 1.23 School Safety – Safety of Boilers and Fired Pressure Vessels

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### Legal Standard

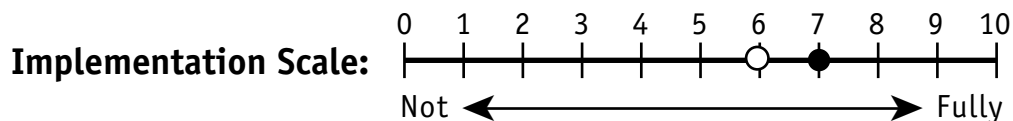
Safe work practices exist with regards to boiler and fired pressure vessels. [CCR Title 8 §782]

### Progress on Recommendations and Recovery Steps

1. District maintenance staff have been trained to work on the boilers and fire pressure vessels. Site staff do not make adjustments to the boilers, although they are responsible for keeping the boiler rooms clean. A district boiler tech has established a routine schedule for inspection and adjustment of the boilers at the sites.
2. Some boilers in the district have been removed, and four boiler systems have been upgraded. All boilers are planned to be removed as part of the district's modernization projects plans.

### Standard Implemented: Partially Implemented

February 1999 Rating: 6  
August 1999 Rating: Not Reviewed  
February 2000 Rating: Not Reviewed  
August 2000 Rating: Not Reviewed  
February 2001 Rating: Not Reviewed  
August 2001 Self Rating: 8  
August 2001 New Rating: 7



## **2.1 Facility Planning – Maintenance of a Long-Range Facilities Master Plan**

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### **Professional Standard**

Compton Unified School District should have a long-range school facilities master plan.

### **Consent Decree Stipulation**

This standard was identified in the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant.

Additional related stipulations (Section 25) include developing a comprehensive facilities plan with time lines, submitting the plan to FCMAT for approval, and FCMAT soliciting comments from plaintiff's counsel.

### **Progress on Recommendations and Recovery Steps**

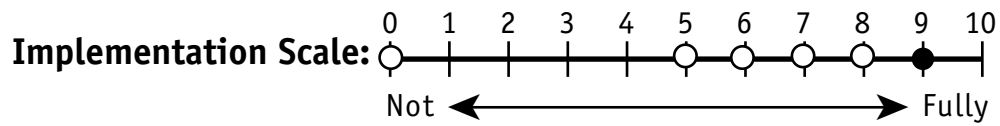
1. The board adopted a long-range Comprehensive Facilities Master Plan on July 13, 1999. All district facilities projects being undertaken are based on this long-range master plan. Decisions about the use of the district's deferred maintenance funds are also being guided by the plan.
2. As reported in the fourth six-month progress report, the full implementation of the facilities master plan will require state funds for modernization and new construction. The district had qualified to receive state financial hardship funds to support its share of the modernization (20%) and new construction (50%) match. Unfortunately, the state has exhausted its supply of modernization and new construction funds to support school projects. The district will be unable to implement the many projects it has had approved by DSA and OPSC until more state funds become available. The district's projects have been placed on the waiting list of approved projects to be funded.
3. The Comprehensive Facilities Master Plan has already been used to a great degree in reviewing and revising school attendance boundaries, in reducing the district's transportation costs, and in assessing the district's housing capacity.

The district has completed its feasibility study for a central district kitchen, referenced in the master plan, to serve all district schools. The district is proceeding with the project, and as one of the first steps, has applied to the Department of Agriculture for a waiver to use the surplus funds in the Food Services reserve accounts, earmarked for equipment, to build the central kitchen.

4. The district has recently completed a Facilities Implementation Plan which was submitted to FCMAT for approval. FCMAT approved the Implementation Plan effective August 10, 2001. This requirement was a stipulation of the ACLU Consent Decree. The plan provides a timeline to address the district's most pressing facilities needs and provides a priority for the modernization and new construction projects to be completed by the district as state funds become available.

## Standard Implemented: Fully Implemented – Substantial

February 1999 Rating: 0  
August 1999 Rating: 5  
February 2000 Rating: 6  
August 2000 Rating: 7  
February 2001 Rating: 8  
August 2001 Self Rating: 9  
August 2001 New Rating: 9



## 2.3 Facility Planning – Efforts to Seek State and Local Matching Funds

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### Professional Standard

Compton Unified School District should seek state and local funds.

### Consent Decree Stipulation

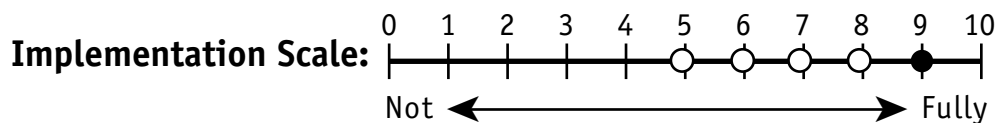
This standard was identified in the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant.

### Progress on Recommendations and Recovery Steps

1. As reported in the fourth six-month progress report, the district continues to seek state funding for facilities improvement projects. The district received \$17 million in planning funds in 1999-2000 and is eligible to receive approximately \$135 million dollars for modernization and new construction projects. Currently, the state has no funds to support modernization and new construction projects. Future funding will be dependent on the success of the state or the district to pass future general obligation bonds. The earliest a state bond could be placed on the ballot would be Spring 2002, the next statewide election. The district has tried three times, unsuccessfully, to pass a general obligation bond. The district will need to consider another general obligation bond attempt next school year.
2. The district has continued to submit applications to maintain its hardship eligibility status in order to receive 100% of state funding, instead of 80% for modernization projects and 50% for new construction. Districts would normally be required to provide a 20% match for modernization projects and a 50% match for new construction projects. All of the district's projects are on the list of approved projects awaiting state funds.

### Standard Implemented: Fully Implemented – Substantial

February 1999 Rating:	5
August 1999 Rating:	6
February 2000 Rating:	7
August 2000 Rating:	8
February 2001 Rating:	8
August 2001 Self Rating:	9
August 2001 New Rating:	9



## **2.4 Facility Planning – Existence of a District Facility Planning Committee**

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### **Professional Standard**

Compton Unified School District should have a facility planning committee.

### **Consent Decree Stipulation**

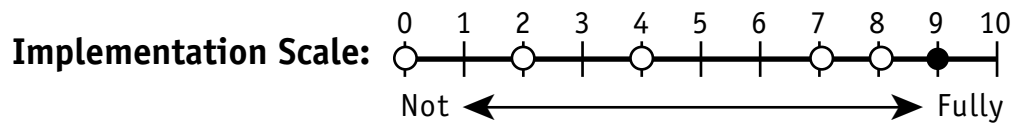
This standard was identified in the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant.

### **Progress on Recommendations and Recovery Steps**

1. This standard has been substantially met. The district established a facilities master plan committee that included a wide representation of parents and community members to assist in the development of the district's facilities master plan. The committee remains active to address other district facilities concerns, such as assisting the district with asset mapping, decisions about school walking distances, revising school attendance boundaries, and the placement of portable classrooms at school sites.
2. As reported in the fourth six-month progress report, the committee conducted its work in three phases. Phase one identified the district's building assets; phase two established school walking distances and revised school attendance boundaries; phase three planned for the opening of a new elementary school, Rancho Dominguez Elementary, in September 2001. Because of lack of state funds, the new time line of December 2001 was established for the opening of the school. However, at this time, the opening of this school has been further postponed pending the receipt of state funds. The district's plans to construct another elementary school at the district office site in 2003 has also been postponed pending receipt of state funds.
3. In addition, the Board has established board committees to work with district staff in several operational areas. A newly created Facilities Committee was recently established, chaired by a board member.
4. The facilities master plan committee is still active as a district advisory committee. The recently approved Facilities Implementation Plan which establishes timelines for construction projects and identifies district and state funding sources for implementing the Comprehensive Facilities Master Plan should be shared with the facilities committee.

## Standard Implemented: Fully Implemented – Substantial

February 1999 Rating: 0  
August 1999 Rating: 2  
February 2000 Rating: 4  
August 2000 Rating: 7  
February 2001 Rating: 8  
August 2001 Self Rating: 9  
August 2001 New Rating: 9





## **2.5 Facility Planning – Properly Staffed and Funded Facility Planning Function**

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### **Professional Standard**

Compton Unified School District should have a properly staffed and funded facility planning department.

### **Consent Decree Stipulation**

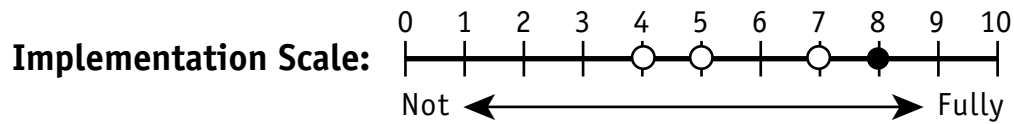
This standard was identified in the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant.

### **Progress on Recommendations and Recovery Steps**

1. The Facilities Division has been reorganized. The Chief Facilities Officer left the district in June, 2001 to accept a position with the Oakland Unified School District. The district chose not to fill the vacant position, but to establish a position of Senior Director for Facilities, Maintenance and Transportation, under the supervision of the district's Chief Fiscal Officer. The Senior Director position is not a cabinet level management position. The newly organized cabinet consists of a Deputy Superintendent, three Associate Superintendents for Human Resources, Grades 9 to 12, and Grades Pre-K to 8, the Chief Fiscal Officer, and an Assistant Superintendent for Curriculum and Instruction. The governing board has hired a new superintendent who will begin work on August 27, 2001 and assume leadership of the cabinet and the district. The State Administrator will work collaboratively with the new superintendent during the next school year as the district transitions to assumption of full governing board authority and control.
2. The district increased the staffing for the Division of Facilities Planning, Maintenance and Grounds a year ago. Four additional positions were added to the staff. The additional staff hired were trained in the trade areas. The district also hired construction management firms as project managers to oversee and assist in the completion of the district's construction projects.
3. As reported in earlier progress reports, the district administration has followed through on recovery plan recommendations to evaluate existing staff, resulting in the release of some employees. Qualified employees were placed in vacated positions. Electricians, for example, are now licensed. With the increased scrutiny of campus site inspections, employee performance accountability is stressed, and classified employees are being evaluated more regularly.
4. Facilities staff interviewed feel that they have a good team, that they are properly staffed, that they are being kept abreast of projects, and that they are receiving appropriate staff training. Staff are being recognized for their accomplishments.

## Standard Implemented: Fully Implemented – Substantial

February 1999 Rating: 4  
August 1999 Rating: 5  
February 2000 Rating: Not Reviewed  
August 2000 Rating: 7  
February 2001 Rating: 7  
August 2001 Self Rating: 8  
August 2001 New Rating: 8



## **2.6 Facility Planning – Implementation of an Annual Capital Planning Budget**

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### **Professional Standard**

Compton Unified School District should develop and implement an annual capital planning budget.

### **Consent Decree Stipulation**

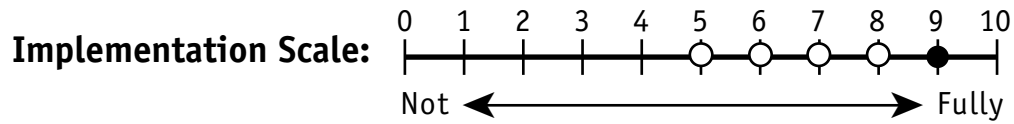
This standard was identified in the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant.

### **Progress on Recommendations and Recovery Steps**

1. The district has allocated healthy annual budgets for facilities projects as this remains a continuing district priority. The budgeted funds are used to improve facilities that need immediate attention. Staff indicate that next year's facilities budget has been increased from \$2 million to \$5 million. Three million dollars were allocated for portables to accommodate district growth and the expansion of the kindergarten extended day program. Staff indicated that approximately \$10 million has been spent on maintenance and construction this last year. Projects included new fencing, play-ground equipment, painting, asphalt and reconstruction projects, at several district schools.
2. The district recently completed a Facilities Implementation Plan, approved by FCMAT effective August 10, 2001, to implement the district's Comprehensive Facilities Master Plan adopted in July 1999. Although the implementation plan relies on the receipt of state funds to implement modernization and new construction projects, the plan also identifies sources of district general funds for capital improvement projects and deferred maintenance, and provides a priority for the completion of construction projects as funds are received. The district has committed \$2 million to \$2.6 million for capital improvement projects per year, and \$835,000 as the district's annual match for deferred maintenance projects.
3. The district received \$17 million in planning funds in 1999-2000 and is eligible to receive approximately \$135 million dollars for modernization and new construction projects. Currently, the state has no funds to support modernization and new construction projects. Future funding will be dependent on the success of the state or the district to pass general obligation bonds. The earliest a state bond could be placed on the ballot would be Spring, 2002, the next statewide election. The district has tried three times, unsuccessfully, to pass a general obligation bond. The district will need to consider another general obligation bond attempt next school year.
4. The district has continued to submit applications to maintain its hardship eligibility status in order to receive 100% of state funding, instead of 80% for modernization projects and 50% for new construction. Districts would normally be required to provide a 20% match for modernization projects and a 50% match for new construction projects. All of the district's projects are on the list of approved projects awaiting state funds.

## Standard Implemented: Fully Implemented – Substantial

February 1999 Rating: 5  
August 1999 Rating: 6  
February 2000 Rating: 7  
August 2000 Rating: 8  
February 2001 Rating: 8  
August 2001 Self Rating: 10  
August 2001 New Rating: 9



### 3.4 Facilities Improvement and Modernization – Determination of Maximum Eligibility for State Funding

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#### Professional Standard

The CUSD consistently reviews and monitors its eligibility for State funding so as to capitalize upon maximal funding opportunities.

#### Consent Decree Stipulation

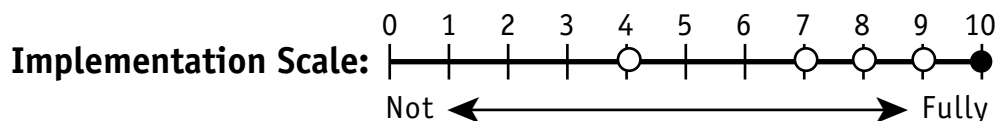
This standard was identified in the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant.

#### Progress on Recommendations and Recovery Steps

1. The district consistently reviews and monitors its eligibility for state funding. In the last year, the district submitted new eligibility applications to the State Allocations Board: Form SB50-03 Eligibility Determination and Form SB50-04 Application for Funding. These documents were resubmitted to reflect an increase in CBEDS enrollment and Special Education enrollment increases. The increased student enrollment provides an increase in funding eligibility.
2. The district has continued to submit applications to maintain its hardship eligibility status in order to receive 100% of state funding, instead of 80% for modernization projects and 50% for new construction. All of the district's projects are on the list of approved projects awaiting state funds.

#### Standard Implemented: Fully Implemented – Sustained

February 1999 Rating:	4
August 1999 Rating:	7
February 2000 Rating:	8
August 2000 Rating:	8
February 2001 Rating:	9
August 2001 Self Rating:	10
August 2001 New Rating:	10



### 3.8 Facilities Improvement and Modernization – Approval of Plans and Specifications Prior to Contract Award

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#### Legal Standard

The CUSD obtains approval of plans and specifications from the Division of the State Architect and the Office of Public School Construction (when required) prior to the award of a contract to the lowest, responsible bidder. [EC 17263, 17267]

#### Consent Decree Stipulation

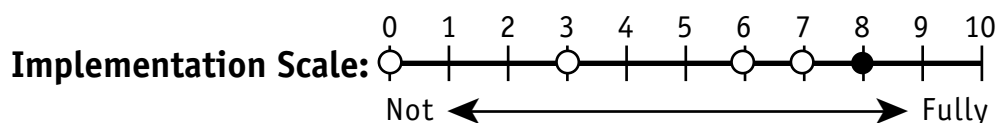
This standard was identified in the Consent Decree in the action Serna v Eastin, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant.

#### Progress on Recommendations and Recovery Steps

1. All of the district's hardship approved projects have received approval from the appropriate state agency. All 28 district modernization projects have been approved by both California Department of Education (CDE) and the Department of the State Architect (DSA). Eight new construction projects have been approved by DSA.
2. The district has continued to submit applications to maintain its hardship eligibility status in order to receive 100% of state funding, instead of 80% for modernization projects and 50% for new construction. All of the district's projects are on the list of approved projects awaiting state funds.

#### Standard Implemented: Fully Implemented – Substantial

February 1999 Rating:	0
August 1999 Rating:	Not Reviewed
February 2000 Rating:	3
August 2000 Rating:	6
February 2001 Rating:	7
August 2001 Self Rating:	9
August 2001 New Rating:	8



### **3.10 Facilities Improvement and Modernization – Plan for Maintenance and Modernization Exists**

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#### **Legal Standard**

The CUSD maintains a plan for the maintenance and modernization of its facilities. [EC 17366]

#### **Consent Decree Stipulation**

This standard was identified in the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant.

Additional related stipulations (Section 25) include developing a comprehensive facilities plan with time lines, submitting the plan to FCMAT for approval, and FCMAT soliciting comments from plaintiff's counsel.

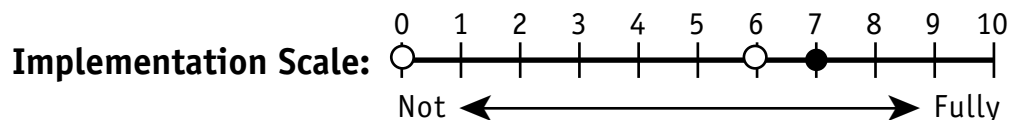
#### **Progress on Recommendations and Recovery Steps**

1. The district has developed a Comprehensive Facilities Master Plan which was adopted by the Board in July 1999. The district recently completed a Facilities Implementation Plan, approved by FCMAT effective August 10, 2001, to implement the district's Comprehensive Facilities Master Plan. Although the implementation plan relies on the receipt of state funds to implement modernization and new construction projects, the plan also identifies sources of district general funds for capital improvement projects and deferred maintenance, and provides a priority for the completion of construction projects as funds are received. The district has committed \$2 million to \$2.6 million for capital improvement projects per year, and \$835,000 as the district's annual match for deferred maintenance projects. The district has met the additional Consent Decree Stipulations.
2. The district has allocated healthy annual budgets for facilities projects as this remains a continuing district priority. The budgeted funds are used to improve facilities that need immediate attention. Staff indicate that next year's facilities budget has been increased from \$2 million to \$5 million. Three million dollars were allocated for portables to accommodate district growth and the expansion of the kindergarten extended day program. Staff indicated that approximately \$10 million has been spent on maintenance and construction this last year. Projects included new fencing, play-ground equipment, painting, asphalt and reconstruction projects, at several district schools.
3. The Comprehensive Facilities Master Plan is being used for decision-making regarding all district facilities projects. The maintenance department has established two mobile maintenance teams to respond to school repair and maintenance needs. The teams are driven by the stipulations of the *Serna v Eastin* Consent Decree and the monthly inspection checklist findings.

4. The district has completed its feasibility study for a central district kitchen, referenced in the master plan, to serve all district schools. The district is proceeding with the project, and as one of the first steps, has applied to the Department of Agriculture for a waiver to use the surplus funds in the Food Services reserve accounts, earmarked for equipment, to build the central kitchen.

### **Standard Implemented: Partially Implemented**

February 1999 Rating: 0  
August 1999 Rating: Not Reviewed  
February 2000 Rating: Not Reviewed  
August 2000 Rating: 6  
February 2001 Rating: 6  
August 2001 Self Rating: 7  
August 2001 New Rating: 7





## 6.2 Special Education Facilities – Equity, Appropriate to Educational Program

### Professional Standard

The CUSD provides facilities for its Special Education programs which ensure equity with other educational programs within the district and provides appropriate learning environments in relation to educational program needs.

### Consent Decree Stipulation

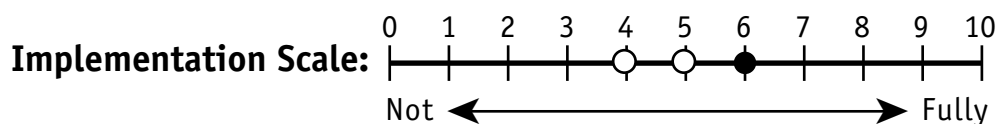
This standard was identified in the Consent Decree in the action Serna v Eastin, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant.

### Progress on Recommendations and Recovery Steps

1. The district conducted a facilities inventory/assessment to determine the space allocation for special education programs. The district relocated some special education programs to more appropriate locations, i.e., Walton Elementary. This was reported in the last six-month report. More recently, the district has addressed special education facilities at a few sites with some facilities adjustments. Some classes at Centennial High School, for example, have been moved into newer portables. The district can provide only limited facilities upgrades for any program at this time, and handles requests on a case by case basis depending on need.
2. Site principals are expected to consider all facilities and the needs of the students in assigning programs to existing site facilities. The district's planned modernization projects should provide more appropriate facilities for all district programs, including special education.

### Standard Implemented: Partially Implemented

February 1999 Rating:	4
August 1999 Rating:	Not Reviewed
February 2000 Rating:	Not Reviewed
August 2000 Rating:	4
February 2001 Rating:	5
August 2001 Self Rating:	6
August 2001 New Rating:	6



## 6.3 Special Education Facilities – Adequacy for Instructional Program Needs

### Professional Standard

The CUSD provides facilities for its Special Education programs which provide appropriate learning environments in relation to educational program needs.

### Consent Decree Stipulation

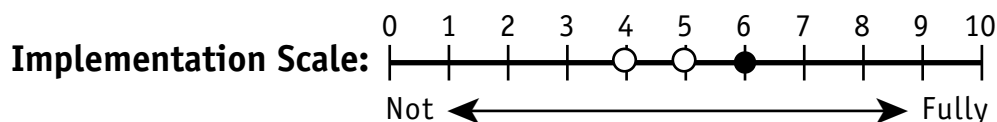
This standard was identified in the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant.

### Progress on Recommendations and Recovery Steps

1. The district conducted a facilities inventory/assessment to determine the space allocation for special education programs. The district relocated some special education programs to more appropriate locations, i.e., Walton Elementary. This was reported in the last six-month report. More recently, the district has addressed special education facilities at a few sites with some facilities adjustments. Some classes at Centennial High School, for example, have been moved into newer portables. The district can provide only limited facilities upgrades for any program at this time, and handles requests on a case by case basis depending on need.
2. Site principals are expected to consider all facilities and the needs of the students in assigning programs to existing site facilities. The district's planned modernization projects should provide more appropriate facilities for all district programs, including special education.

### Standard Implemented: Partially Implemented

February 1999 Rating:	4
August 1999 Rating:	Not Reviewed
February 2000 Rating:	4
August 2000 Rating:	4
February 2001 Rating:	5
August 2001 Self Rating:	6
August 2001 New Rating:	6



## 7.3 Implementation of Class Size Reduction – Compliance with CDE Space Requirements

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### Professional Standard

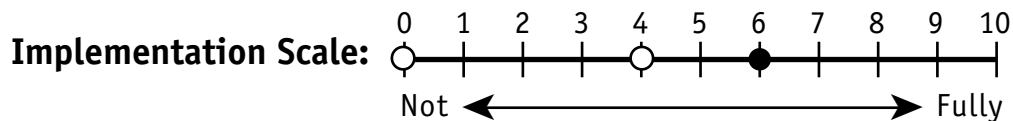
The CUSD has complied with CDE suggested space requirements relative to the provision of educational environments for the implementation of Class Size Reduction (CSR).

### Progress on Recommendations and Recovery Steps

1. The suggested CDE classroom space requirement for the class size reduction program is 1440 square feet. The district has purchased 54 additional 1440 sf portable classrooms for the extended day program for kindergarten. The district now has more than 70 portable buildings that meet the 1440 sf requirement and is more than 75% compliant with the CDE suggested space requirements for CSR. Twenty new portables were purchased in 1999-2000 and 54 new portables were purchased in 2000-2001. The district still utilizes a few portables of 960 square feet for class size reduction classrooms.

### Standard Implemented: Partially Implemented

February 1999 Rating:	0
August 1999 Rating:	Not Reviewed
February 2000 Rating:	4
August 2000 Rating:	4
February 2001 Rating:	4
August 2001 Self Rating:	8
August 2001 New Rating:	6



## 8.5 Facilities Maintenance and Custodial – Adequate Maintenance Records and Inventories

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### Professional Standard

Adequate maintenance records and reports are kept, including a complete inventory of supplies, materials, tools and equipment. All employees required to perform maintenance on school sites should be provided with adequate supplies, equipment and training to perform maintenance tasks in a timely and professional manner. Included in the training is how to inventory supplies and equipment and when to order or replenish them.

### Consent Decree Stipulation

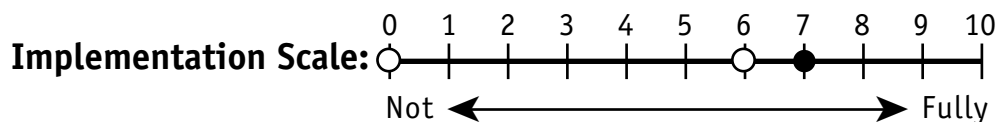
This standard was identified in the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant.

### Progress on Recommendations and Recovery Steps

1. Maintenance requests for supplies, tools and equipment are being entered into a computer software program for better tracking and monitoring. The program also assists the department to keep track of its tool and equipment inventory, and assists with scheduling of jobs. The establishment of the two mobile maintenance teams provides for better tracking of the supplies and tools needed for the work conducted at the school sites.
2. The additional position of Operations Coordinator, along with the maintenance directors, provide better supervision of the maintenance and operations staff, and provide direct supervision of the district's shop activities and shop supervisors.
3. School site employees are being provided the supplies, materials and tools necessary to perform their work.
4. The district needs to continue to insist on a better accounting of materials used on a job. Time will be needed to determine the effectiveness of the new computer tracking program being implemented. The district needs to maintain an accurate supply inventory of materials.

### Standard Implemented: Partially Implemented

February 1999 Rating: 0  
August 1999 Rating: 6  
February 2000 Rating: 6  
August 2000 Rating: 6  
February 2001 Rating: 6  
August 2001 Self Rating: 7  
August 2001 New Rating: 7



## 8.6 Facilities Maintenance and Custodial – Procedures for Evaluation of Maintenance and Operations Staff

---

### Professional Standard

Procedures are in place for evaluating the work quality of maintenance and operations staff. The quality of the work performed by the maintenance and operations staff should be evaluated on a regular basis using a board-adopted procedure which delineates the areas of evaluation and the types of work to be evaluated.

### Consent Decree Stipulation

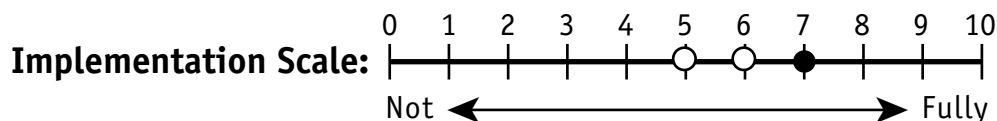
This standard was identified in the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant.

### Progress on Recommendations and Recovery Steps

1. The district's personnel office provides ongoing training workshops for supervisory personnel in evaluation procedures and in properly documenting unsatisfactory performance of employees. Workshops include discussion on how to monitor an employee's performance, and stress meeting probationary evaluation deadlines. A recent workshop was conducted in March, 2001.
2. Performance evaluations are conducted to assess the work quality of the staff. Evaluation forms now include a quality of work section. Classified employees now keep daily activity logs which are verified. The probation period is being taken seriously by both supervisor and new employee, and new employees are being monitored. Facilities staff indicate that better results are evident in the quality of work performance of employees.
3. Job descriptions for all classified employees have been reformatted.

### Standard Implemented: Partially Implemented

February 1999 Rating:	5
August 1999 Rating:	Not Reviewed
February 2000 Rating:	5
August 2000 Rating:	5
February 2001 Rating:	6
August 2001 Self Rating:	7
August 2001 New Rating:	7



## 8.8 Facilities Maintenance and Custodial – Availability of Custodial Supplies and Equipment

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### Professional Standard

Necessary supplies, tools and equipment for the proper care and cleaning of the school(s) are available to staff. Operational staff should be expected to keep the campuses clean. In order for the staff to meet these expectations, they must be provided with the necessary supplies, tools and equipment as well as the training associated with the proper use of such.

### Consent Decree Stipulation

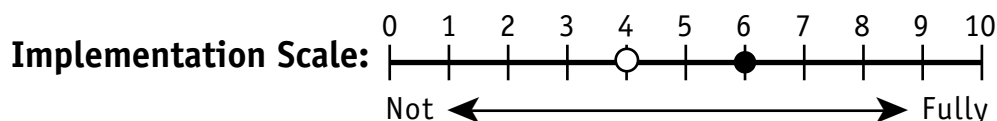
This standard was identified in the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant.

### Progress on Recommendations and Recovery Steps

1. School plant managers are directly accountable to their school principals. The principals can more easily direct the work of the school plant personnel and evaluate their work performance. The Operations Coordinator oversees site operations. However, the principals also need to be trained to effectively manage their classified staff. During the last year, principals placed orders for supplies through the district. However, facilities staff reported that there were problems with the process that need to be worked on. Some principals did not plan well to order supplies that should last through the year. Others did not use their budget for the custodial supplies intended.
2. Funds to provide the necessary supplies, tools and equipment for the care and cleaning of the school are allocated to the site by formula. The school's custodial budget is based on the number of plant workers assigned to the site. The number of custodial staff at a school is allocated by formula based on the number of students at the site at a ratio of approximately 200:1. In addition, funds are allocated to the district's facilities budget to replace equipment and tools at the site and to address additional supply needs.

### Standard Implemented: Partially Implemented

February 1999 Rating:	4
August 1999 Rating:	Not Reviewed
February 2000 Rating:	Not Reviewed
August 2000 Rating:	6
February 2001 Rating:	6
August 2001 Self Rating:	6
August 2001 New Rating:	6



## 8.9 Facilities Maintenance and Custodial – Implementation of a Preventive Maintenance Program

---

### Professional Standard

The district has an effective preventive maintenance program. The district should have a written preventive maintenance program that is scheduled and followed by the maintenance staff. This program should include verification of the completion of work by the supervisor of the maintenance staff.

### Consent Decree Stipulation

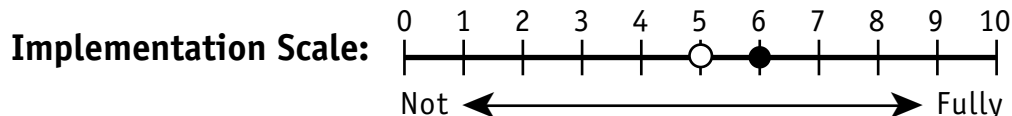
This standard was identified in the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant.

### Progress on Recommendations and Recovery Steps

1. The district's response to maintenance needs is still largely reactive instead of proactive because of the many critical facilities needs already identified that must be addressed. However, the establishment of the two mobile maintenance teams is an attempt by the district to be more proactive, to address maintenance requests before they become major problems. The teams have been established to do routine maintenance at school sites. They are scheduled on a rotational basis to a school site for approximately one and a half weeks. Sites are inspected ahead of the time the mobile team is scheduled to arrive to identify specific site needs. The mobile maintenance team lead also holds a meeting with the principal and plant manager upon arrival at the site.
2. However, the rotational schedules of the teams are often interrupted, because the teams are also used to address any site inspection deficiencies that surface in an ACLU inspection. In the seven weeks prior to the review team's visit, the mobile maintenance teams visited ten school sites to keep priority two repairs from becoming priority one problems.

### Standard Implemented: Partially Implemented

February 1999 Rating:	5
August 1999 Rating:	Not Reviewed
February 2000 Rating:	5
August 2000 Rating:	5
February 2001 Rating:	5
August 2001 Self Rating:	7
August 2001 New Rating:	6



## **8.10 Facilities Maintenance and Custodial – Adequate Repair and Supervision of School Buildings**

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### **Legal Standard**

The governing board shall keep the school buildings in repair and supervised. [EC 17593]

### **Consent Decree Stipulation**

This standard was identified in the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant.

An additional related stipulation (Section 17) includes that drinking water will be readily available to all students.

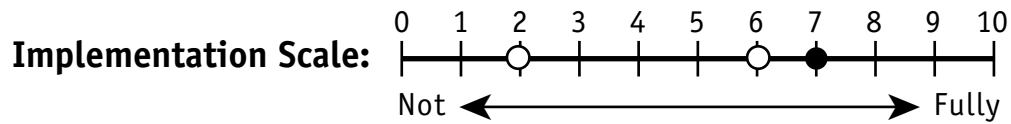
### **Progress on Recommendations and Recovery Steps**

1. Staff reports that the school sites are in better condition and the attitude of maintenance and custodial staff has improved. The ongoing, random, unannounced site inspections keep staff focused on campus cleanliness and the safe condition of school site facilities. Staff acknowledge that the ACLU inspections have had a direct impact in this area.
2. A FCMAT representative uses an inspection checklist to monitor compliance with Consent Decree Stipulations. Follow-up exit conferences are held with the site administrators. Schools are given a letter grade once per quarter based on the monitoring checklist. The condition of student drinking fountains is checked during monthly site inspections. Inoperable fountains are reported to maintenance staff for correction.
3. Facilities deficiencies identified during site inspections are shared with the State Administrator and the facilities department for remedy. The Senior Director of Facilities directs the maintenance staff to address deficiencies identified in site inspection reports. A written report of action taken is sent to the site principal and the FCMAT inspector for a follow-up visit. Mobile maintenance teams address any checklist deficiency right away, taking precedence over regularly scheduled assignments to the school site. Repair work on site facilities is continuous.
4. The district's maintenance staff is also responsive to board members' concerns about the facilities. Complaints received by board members from parents are shared with the Senior Director of Facilities for action. A report of the remedial action taken is sent to the board members in the Friday letters generated by the State Administrator to the board.



## Standard Implemented: Partially Implemented

February 1999 Rating:	2
August 1999 Rating:	Not Reviewed
February 2000 Rating:	Not Reviewed
August 2000 Rating:	6
February 2001 Rating:	6
August 2001 Self Rating:	7
August 2001 New Rating:	7



## **8.12 Facilities Maintenance and Custodial – Implementation of a Planned Program Maintenance System**

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### **Professional Standard**

The district has implemented a planned program maintenance system. The district should have a written planned program maintenance system that includes an inventory of all facilities and equipment that will require maintenance and replacement. This program should include purchase prices, anticipated life expectancies, anticipated replacement time lines and budgetary resources necessary to maintain the facilities.

### **Consent Decree Stipulation**

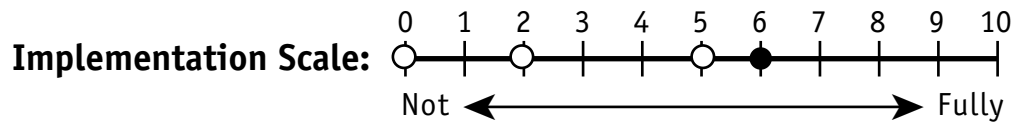
This standard was identified in the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant.

### **Progress on Recommendations and Recovery Steps**

1. The district has developed a Comprehensive Facilities Master Plan which was adopted by the Board in July 1999. The district recently completed a Facilities Implementation Plan, approved by FCMAT effective August 10, 2001, to implement the district's Comprehensive Facilities Master Plan. Although the implementation plan relies on the receipt of state funds to implement modernization and new construction projects, the plan also identifies sources of district general funds for capital improvement projects and deferred maintenance, and provides a priority for the completion of construction projects as funds are received.
2. Maintenance requests for supplies, tools and equipment are being entered into a computer software program for better tracking and monitoring. The program also assists the department to keep track of its tool and equipment inventory, and assists with scheduling of jobs. The establishment of the two mobile maintenance teams provides for better tracking of the supplies and tools needed for the work conducted at the school sites.
3. The computer program that keeps the inventory of equipment should include original purchase prices, anticipated life expectancies, anticipated replacement time lines and budgetary resources necessary to replace the equipment.
4. The district's five-year deferred maintenance plan has been updated July 2001. The mobile maintenance teams have increased efforts in preventive maintenance. Although the district has, for a long time, been largely reactive in its response to the many critical facilities needs, staff indicates that the facilities and maintenance department is beginning to think about what needs to happen next. More proactive analysis of the work to be done is occurring, and staff pride in work accomplishments is increasing.

## Standard Implemented: Partially Implemented

February 1999 Rating:	0
August 1999 Rating:	2
February 2000 Rating:	Not Reviewed
August 2000 Rating:	5
February 2001 Rating:	5
August 2001 Self Rating:	6
August 2001 New Rating:	6



## 9.3 Instructional Program Issues – Lunch Areas are Warm, Healthful and Safe

### Legal Standard

The governing board shall provide a warm, healthful place in which children who bring their own lunches to school may eat their lunch. [EC 17573, CCR Title 5 §14030]

### Consent Decree Stipulation

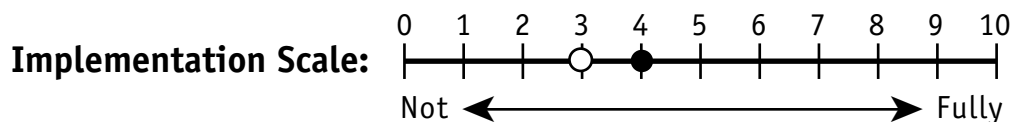
This standard was identified in the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant. An additional related stipulation (Section 21) includes that any inspections conducted by the LA County Health Department should be shared with the school site committee.

### Progress on Recommendations and Recovery Steps

1. The district adopted a Comprehensive Facilities Master Plan in July 1999. All district facilities projects being undertaken are based on this long-range master plan. The district anticipates that completion of its 28 approved modernization projects and three new construction projects will provide warm, healthful facilities for students. The modernized facilities will positively affect school lunch rooms and other areas of campus for students to enjoy their lunches.
2. The Comprehensive Facilities Master Plan has already been used to review and revise school attendance boundaries, reduce the district's transportation costs, and in assess the district's housing capacity. The district has completed its feasibility study for a central district kitchen, referenced in the master plan, to serve all district schools. The district is proceeding with the project, and as one of the first steps, has applied to the Department of Agriculture for a waiver to use the surplus funds in the Food Services reserve accounts, earmarked for equipment, to build the central kitchen.
3. The inspection by the Los Angeles County Health Department on September 20, 1999, was shared with the school site councils. Inspections during the 2000-01 school year were conducted at Whaley, Enterprise, and Davis Middle Schools, Dickison Elementary and the Compton Warehouse in December 2000, at Foster Elementary in April 2001, and at Roosevelt Elementary in July 2001. Copies of the reports will be shared with the school site committees in the new school year.

### Standard Implemented: Partially Implemented

February 1999 Rating:	3
August 1999 Rating:	Not Reviewed
February 2000 Rating:	Not Reviewed
August 2000 Rating:	4
February 2001 Rating:	4
August 2001 Self Rating:	4
August 2001 New Rating:	4



## **9.4 Instructional Program Issues – Bathroom Facilities are Clean and Operable**

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### **Legal Standard**

The governing board of every school district shall provide clean and operable flush toilets for the use of pupils. [EC 17576; CCR Title 5 §14030]

### **Consent Decree Stipulation**

This standard was identified in the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant.

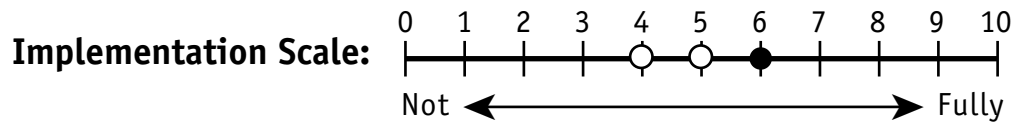
Additional related stipulations (Section 7) include that all bathrooms used by children are safe, sanitary and operable, regularly cleaned and stocked with supplies, and accessible when school is in session; principals are to inspect bathrooms prior to the start of school, prior to and after the lunch period, and are to take corrective action; principals will maintain daily inspection records on a form developed by the State Administrator and make them available for public inspection.

### **Progress on Recommendations and Recovery Steps**

1. The district has renovated restroom facilities in a number of schools. In the last year, fourteen restroom renovation projects were completed at Compton High School, and Bunch, Willowbrook and Washington Elementary Schools. Additional restroom renovation projects are planned for additional schools.
2. Facilities staff indicated that maintenance provides an immediate response to plumbing problems, generally within 24 hours. Although staff indicates that the condition of campus restrooms still need improvement, most toilet facilities are operable. Staff indicated that they are looking into the feasibility of waterless, plastic urinals for possible future installation.
3. All site restrooms continue to be inspected a minimum of three times daily by the principal and/or other staff. Records of this monitoring process are maintained at the site for inspection.
4. The condition of school site facilities continues to be monitored during periodic, unannounced site visits to school campuses. A FCMAT representative uses an inspection checklist to monitor compliance with Consent Decree Stipulations. All written documents and logs are reviewed. Follow-up exit conferences are held with the site administrators. Schools are given a letter grade once per quarter based on the monitoring checklist. Student restrooms are inspected during every campus visit.

## Standard Implemented: Partially Implemented

February 1999 Rating:	4
August 1999 Rating:	Not Reviewed
February 2000 Rating:	Not Reviewed
August 2000 Rating:	5
February 2001 Rating:	6
August 2001 Self Rating:	7
August 2001 New Rating:	6



## 9.7 Instructional Program Issues – Adequate Heating and Ventilation Exists in All Schools

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### Professional Standard

All schools shall have adequate heating and ventilation.

### Consent Decree Stipulation

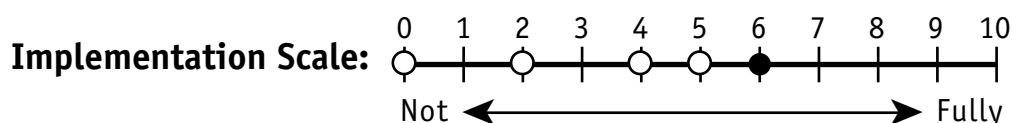
This standard was identified in the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant.

### Progress on Recommendations and Recovery Steps

1. Facilities staff indicated that the district has responded to heating requests and replaced several heating units in the schools. In the last year, the district spent \$200,000 within three months and brought in extra help to repair forced air units. At Compton High School, heating is being replaced or installed in three buildings and the main building basement.
2. The district's modernization and new construction plans address heating and ventilation for the district schools. HVAC and lighting/electrical systems are included in the scope of the projects contained within the plans. However, since the state has no funds to support school modernization projects, the district has utilized its deferred maintenance funds to address heating and electrical repairs. The district reports as many as 4 to 15 heater repairs/replacements per day during the winter months.
3. As reported in the fourth six-month progress report, Viron Energy Services assisted the district by recommending equipment and energy systems to increase utility efficiency. Viron also recommended the reduction of the number of dissimilar systems utilized in the district which required varied maintenance services. The district has defined district standards for unit brands and types of systems to standardize maintenance and replacement component issues.

### Standard Implemented: Partially Implemented

February 1999 Rating:	0
August 1999 Rating:	2
February 2000 Rating:	2
August 2000 Rating:	4
February 2001 Rating:	5
August 2001 Self Rating:	6
August 2001 New Rating:	6



## **9.8 Instructional Program Issues – Adequate Lighting and Electrical Service is Provided**

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### **Professional Standard**

All schools shall have adequate lighting and electrical service.

### **Consent Decree Stipulation**

This standard was identified in the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant.

Additional related stipulations (Section 10) include monthly inspections by the district with written records of these monthly inspections maintained, the inspection before September 1, 1999, by a licensed electrical inspector of sites identified by plaintiff's counsel and a copy of the report delivered to counsel for plaintiffs and available for public inspection, the correction of any electrical problems.

### **Progress on Recommendations and Recovery Steps**

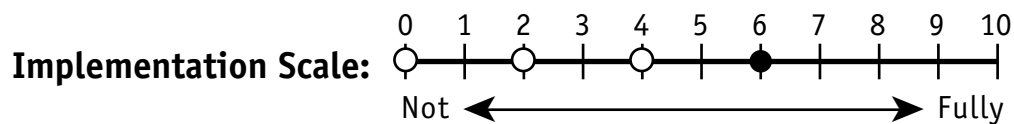
1. The district's modernization and new construction plans address heating and ventilation for the district schools. HVAC and lighting/electrical systems are included in the scope of the projects contained within the plans. However, since the state has no funds to support school modernization projects, the district has utilized its deferred maintenance funds to address heating and electrical repairs. The district reports as many as 4 to 15 heater repairs/replacements per day during the winter months. In the last year, the district spent \$200,000 within three months and brought in extra help to repair forced air units in the schools.
2. The Facilities Division staff also continues to direct major work effort toward addressing the deficiencies identified in monthly site inspection reports, and in the electrical inspector's reports. All electrical needs are currently being addressed through deferred maintenance funds. The district has updated its five-year deferred maintenance plan as of July 2001, to more accurately reflect the district's facilities maintenance requirements.
3. In response to the Consent Decree Stipulation, the district and plaintiff's counsel selected a licensed electrician to conduct site inspections of specific identified sites. Inspections were conducted at Compton High School and Centennial High School during late Fall 2000. The district's Facilities Division addressed the deficiencies identified during the electrical inspections. An electrical inspection of Dominguez High School was conducted in May, 2001. As of June, 2001, more than 85% of the identified deficiencies have already been addressed.



4. Site plant managers have been directed to conduct monthly site inspections, and identify potentially hazardous electrical conditions for repair. Electrical hazards are considered a priority concern and corrected as soon as possible. Plant managers are required to submit written reports of their findings and keep records available for review during site inspections. Monthly site reports were made available for the team to review.

### **Standard Implemented: Partially Implemented**

February 1999 Rating:	0
August 1999 Rating:	Not Reviewed
February 2000 Rating:	2
August 2000 Rating:	4
February 2001 Rating:	6
August 2001 Self Rating:	6
August 2001 New Rating:	6



## **9.10 Instructional Program Issues – Environment Conducive to High Quality Teaching Learning**

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### **Professional Standard**

The learning environments provided within respective school sites within the CUSD are conducive to high quality teaching and learning.

### **Consent Decree Stipulation**

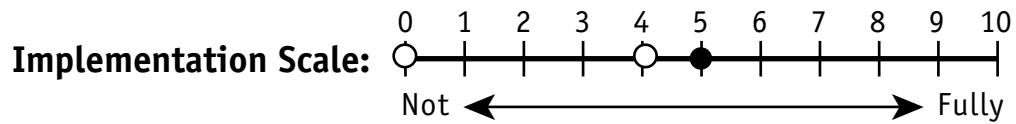
This standard was identified in the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant.

### **Progress on Recommendations and Recovery Steps**

1. The district is using its own general and categorical funds to address as many of its facilities needs as possible to provide an appropriate learning environment. The district is completing the infrastructure for placing computers in every classroom. Many computers have been added for student use. Telephones have been placed in classrooms districtwide. Three buildings at Roosevelt Middle School are currently being modernized and the science labs upgraded.
2. The district adopted a long-range, Comprehensive School Facilities Master Plan in July 1999. More recently, the district completed a Facilities Implementation Plan that provides a timeline for the construction projects for the next ten years and identifies sources of district and state funding to support the projects. All district facilities projects being undertaken are being driven by this long-range master plan. The district anticipates that completion of its 28 approved modernization projects and three new construction projects will improve the learning environment for students.
3. The Facilities Division staff directs major work effort to addressing the deficiencies identified in monthly site inspection reports, and in the electrical inspector's reports. All electrical needs are addressed through deferred maintenance funds. The district has updated its five-year deferred maintenance plan as of July 2001 to more accurately reflect the facilities requirements in the district.
4. The condition of school site facilities continues to be monitored during periodic, unannounced site visits to school campuses. A FCMAT representative uses an inspection checklist to monitor compliance with Consent Decree Stipulations. All written documents and logs are reviewed. Follow-up exit conferences are held with the site administrators. Schools are given a letter grade once per quarter based on the monitoring checklist.

## Standard Implemented: Partially Implemented

February 1999 Rating:	0
August 1999 Rating:	Not Reviewed
February 2000 Rating:	Not Reviewed
August 2000 Rating:	4
February 2001 Rating:	4
August 2001 Self Rating:	5
August 2001 New Rating:	5



## **9.11 Instructional Program Issues – Facilities Reflect Community Standards and Expectations**

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### **Professional Standard**

Facilities within the CUSD reflect the standards and expectations established by the community.

### **Consent Decree Stipulation**

This standard was identified in the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, as needing to reach a rating of 8 to be deemed compliant.

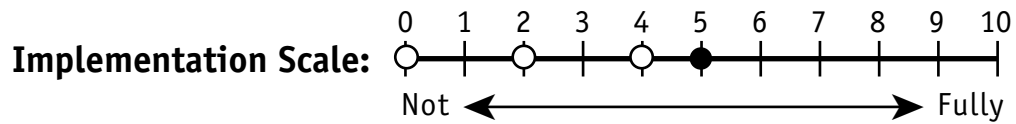
Additional related stipulations (Section 18) include establishing site committees to inventory and prioritize repair and maintenance needs, and reporting to the State Administrator and board at least once a semester.

### **Progress on Recommendations and Recovery Steps**

1. As reported earlier, the district involved a representative community committee in the development of the district's Comprehensive Facilities Master Plan. The plan, therefore, reflects the standards and expectations of the community for its school facilities. Several public meetings and hearings were conducted in addition to the committee's meetings, to solicit wider community input into the long-range facilities plan. The committee remains active and has provided input to the district on a number of operational decisions such as reviewing and revising school boundaries, and placement of portables on school campuses.
2. The Comprehensive Facilities Master Plan and the recently developed Facilities Implementation Plan rely heavily on state funding to implement the many facilities projects. The state has exhausted its supply of general obligation bond funds and is not able to provide funds to the district to implement the plan. The earliest another state bond can be placed on the ballot is spring, 2002. The district continues to utilize its deferred maintenance and general fund money to address as many of the district's most pressing facilities needs as possible.
3. Facilities staff have indicated that parents have been asking to see the new campus improvements being made. Community tours are being conducted which have increased the community's confidence in the district. The district is doing a better job of keeping parents and the community informed of projects and improvements in the schools. After the recent election of a new mayor and several new city council members, the district is anticipating a more positive collaboration with city government and the possibility of future joint ventures with the city.
4. As reported in earlier progress reports, site safety committees have been established at each school site. The composition of the committees are specified in the Consent Decree Stipulation, and should be composed largely of parents (60%). The committees are responsible for periodically inspecting their school sites and identifying repair and maintenance priorities. Copies of agendas and minutes are checked by a FCMAT representative during periodic, unannounced visits to the school sites.

## Standard Implemented: Partially Implemented

February 1999 Rating:	0
August 1999 Rating:	Not Reviewed
February 2000 Rating:	2
August 2000 Rating:	4
February 2001 Rating:	4
August 2001 Self Rating:	6
August 2001 New Rating:	5



## **10.1 Community Use of Facilities – Plan to Promote Community Involvement in Schools**

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### **Professional Standard**

The district should have a plan to promote community involvement in schools.

### **Consent Decree Stipulations**

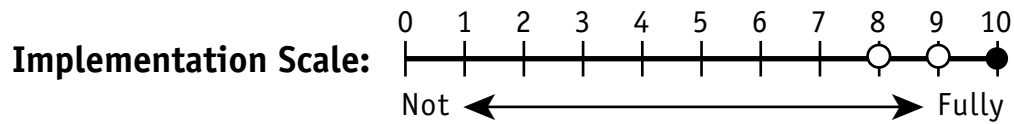
Section 23 of the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, includes the following stipulations: the district is to develop a parent involvement plan, develop a form to record voluntarism, recruit parents to volunteer 40 hours per year, keep records of the number of volunteer hours at the schools, conduct monthly recognition programs and provide a certificate to the volunteer of the month.

### **Progress on Recommendations and Recovery Steps**

1. The district continues to promote community involvement in its schools, and continues to implement the “Volunteers in Public Schools” (VIPS) guide. A VIPS handbook, developed in the 1999-2000 school year, provides direction to volunteers about becoming involved in the district schools. Schools continue to monitor volunteer participation and the number of parent volunteer hours with sign-in sheets that are monitored by district staff and a FCMAT representative. Training and workshops continue to be provided to parents and school volunteers. Each school has at least one or more parent coordinators to promote parent involvement and assist parents in volunteer activities.
2. The district conducted a volunteer recognition dinner at the end of the 2001 school year to show its appreciation for the many outstanding parent and community volunteers who have worked with the schools. More than 70 volunteers, two from each school, were recognized. More than 250 people attended the event.
3. The district continues to provide training workshops to its classified personnel, particularly front office staff, about providing “customer service” to parents and school visitors. Parent handbooks are updated at the beginning of the school year and distributed to students for their parents. The parent handbooks communicate information on school operations and district requirements to help parents understand the school system.
4. Parent centers are available at 14 of 34 school sites, and all schools have a designated area for parents to meet. Parent centers are included in the district’s Comprehensive Facilities Master Plan for all district schools as part of the planned modernization projects.

## Standard Implemented: Fully Implemented – Sustained

February 1999 Rating:	8
August 1999 Rating:	Not Reviewed
February 2000 Rating:	Not Reviewed
August 2000 Rating:	8
February 2001 Rating:	9
August 2001 Self Rating:	10
August 2001 New Rating:	10



## **11.2 Communication – Communication of Actions Taken, Planned, Progress Made**

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### **Professional Standard**

The district should apprise students, staff and community of efforts to rectify any substandard conditions.

### **Consent Decree Stipulations**

Section 22 of the Consent Decree in the action *Serna v Eastin*, Case No. BC 174282, includes the following stipulations: the district is to establish a central telephone number for complaints about the condition of school facilities, distribute and post the telephone number for the public, develop a form for recording calls, record all calls on the developed form, prepare quarterly reports concerning the calls received at the school and district levels.

### **Progress on Recommendations and Recovery Steps**

1. The district recognizes that the condition of the district's facilities continues to be an important issue for staff and community members. The district provides ongoing communication about the district's activities and positive achievements to its community.
2. The district receives public complaints through the district's central telephone number, the public information office, the superintendent's office, or open board meetings. School complaints are generally referred to the site principal for resolution. Complaints about security issues can be made to the Police Services department. There is no publicized telephone number for complaints about the condition of school facilities. Facilities complaints are made to school principals, board members or the superintendent.
3. The rating for this standard was decreased in the August 2000 progress report because the district had not established a central telephone number or publicized a telephone number for community members to call. The district still needs to address this issue. If the district is to utilize its central telephone number to receive complaints, the number should be widely publicized in district communications. The district should also track the complaints it receives as to the type and number of facilities complaints and make periodic reports to the board.



## Standard Implemented: Partially Implemented

February 1999 Rating:	9
August 1999 Rating:	Not Reviewed
February 2000 Rating:	Not Reviewed
August 2000 Rating:	7
February 2001 Rating:	7
August 2001 Self Rating:	7
August 2001 New Rating:	7

