

Transition Plan Team and Information

Chapter 3

A Path Forward: Co-Location/ Restructuring Website

Pacifica School District Website

A Path Forward & Co-location and Transition Information - Link

A Path Forward: Co-Location/Restructuring Website is available at the link above. Updated information will be posted every Friday. The website is available for students, families, staff, and partners seeking information regarding the Co-Location/Restructuring Transition Plan.

Information includes:

- Frequently Asked Questions for Budget and Budget Deficit
- Frequently Asked Questions for Co-Location and Transition Information
- Frequently Asked Questions for the Listening Sessions
- Interest Form for individuals who would like to be part of the transition team.
- Documents from the Board Work Sessions



Join the Co-Location & Restructuring Transition Team

Dear Pacifica School District Family:

The Pacifica School District invites staff, parents, students, and community partners to join the Co-location-Restructuring Transition Team. This team will assist in guiding the co-location of SSR and Ocean Shore Schools and the transition of 6-8 grades from Ocean Shore and Vallemar to Ingrid B. Lacy and Cabrillo. The team will comprise approximately 30 members, it will play a vital role in ensuring a smooth transition that supports students, staff, and families.

Purpose of the Committee

The Co-Location/Restructuring Transition Team will serve as a collaborative group that provides input and guidance on school logistics, operations, and the student experience during this transition. Team members will work closely with school leaders, staff, and families to create an inclusive and positive environment for everyone involved.

As a team member, you will:

- Collaborate with school leaders, staff, and families to support the transition
- Assist with reviewing input from community listening sessions to inform the next steps
- Provide input on school logistics, operations, and student experiences
- Help foster a positive and inclusive school environment.

Selection Criteria

We are seeking applicants who:

- Are committed to student success and the well-being of the school community
- Can collaborate with diverse stakeholders in problem-solving and planning
- Bring relevant experience or perspectives to support the transition process.
- Can attend regular team meetings and actively participate in the committee's work

How to Apply

If you want to serve on the Co-Location/Restructuring Transition Team, please complete the interest form via this link. [Co-Location/Restructuring Transition Team Interest Form](#)

Your voice and leadership are essential in shaping this process, and we appreciate your support in making this transition a success.

Meeting Dates

The team will meet regularly starting in February. We ask that members be available to attend all scheduled meetings to ensure consistent progress throughout the transition process.

- February 27 (Thursday) @ 12:30pm-4:30pm
- March 19 (Wednesday) @ 12:30-4:30
- March 27 (Thursday)@ 12:30-4:30
- Week of 7th-11th Spring Break
- April 16th (Wednesday) @ 12:30-4:30

- April 23rd (Wednesday) @ 12:30-4:30
- May 7th (Wednesday) @ 12:30-4:30
- May 14th (Wednesday) @ 12:30-4:30
- May 28th (Wednesday) @ 12:30-4:30

The budget team is committed to transparency and will provide three budget sessions the week of February 3-7. The first meeting is on February 3rd from 5 to 6:30 p.m. at Ocean Shore (for the OSS PTO). The second meeting is a Zoom webinar on February 10th from 6 to 7:30 p.m., open to the public. The third meeting is a Zoom webinar on February 11th from 6 to 7:30 p.m. The budget team will be present for questions, ensuring that all financial matters are handled with openness and clarity.



Co-Location/Restructuring Transition Team

The Co-Location/Restructuring Transition Team will oversee logistics, operations, and student experience during the transition.

Members of the Co-Location/Restructuring Team consists of: Teachers, Staff, Labor Partners, Community Organizations, Parents, and District Office Staff.

[Co-Location and Restructuring Transition Team Interest Form](#)

The Co-Location Transition Team is supported by the following subcommittees, each responsible for specific aspects of the transition:

1. Facilities & Logistics Subcommittee

- Purpose: Oversee space planning, classroom assignments, and necessary modifications.
- Agenda Topics: Facility modifications, space allocation, safety protocols.
- Key Deliverables: Finalized transition logistics and facility readiness by June 2025.
- Slide Deck Outline:
 1. Facility Needs Assessment
 2. Space Utilization Plan
 3. Transition Timeline
 4. Facility Upgrades & Safety Measures
 5. Final Adjustments & Next Steps

2. Staffing & Professional Development Subcommittee

- Purpose: Plan staff reassignments and professional development for a smooth transition.
- Agenda Topics: Staffing needs, role adjustments, teacher training programs.
- Key Deliverables: Staffing reallocation plan and PD sessions before July 2025.
- Slide Deck Outline:
 1. Overview of Staffing Changes
 2. Staff Training Needs Assessment
 3. PD Opportunities & Support Resources
 4. Role Adjustments & Next Steps

3. Community & Family Engagement Subcommittee

- Purpose: Facilitate communication and outreach with families and the community.
- Agenda Topics: Parent workshops, FAQs, outreach strategies.
- Key Deliverables: Family engagement plan and community feedback integration.
- Slide Deck Outline:
 1. Importance of Community Engagement
 2. Communication Channels & Strategies
 3. Parent & Student Feedback Mechanisms
 4. Next Steps & Continued Engagement

4. Student Experience & Support Subcommittee

- Purpose: Ensure students receive necessary support and resources throughout the transition.
- Agenda Topics: Student support services, orientation programs, counseling needs.
- Key Deliverables: Student orientation plan and social-emotional support framework.
- Slide Deck Outline:
 1. Understanding Student Needs
 2. Support Programs & Counseling Services
 3. Orientation Plan for Transitioning Students
 4. Ensuring a Positive Student Experience

Descriptive Information: Student Population & Staffing

The Co-Location and Restructuring Transition Plan will redistribute students and staff to improve facility and resource utilization while maintaining high-quality and enhancing academic programming and student and family support services.

To co-locate Ocean Shore K-5 with Sunset Ridge K-5

6-8 transitioned Ocean Shore and Vallemar 6-8 students to Ingrid B. Lacy Middle School (IBL) or Cabrillo School (dependent on space availability).

Current Staffing

- Ocean Shore K-8
 - Student Population: ~370
 - Kindergarten - 5th grade: 271
 - 6th - 8th grade: 99
 - Teaching Staff: 16 (includes 1 SDC Teaching Position)
 - Support Staff: 15 classified staff members (not FTE)
- Sunset Ridge TK-5
 - Student Population: ~370
 - Teaching Staff: 19 (includes 4 SDC Teaching Positions)
 - Support Staff: 26 classified staff members (not FTE)
- Vallemar 6-8
 - Student Population: ~128
 - Teaching Staff: 5
 - Support Staff: 16 (TK-8)
- Middle Schools: Ingrid B. Lacy

Ingrid B. Lacy Enrollment 2025-26		
Incoming 6th	Incoming 7th	Incoming 8th
214	79	59
Projected Grade Level Totals		
214	230	199

*Projected numbers may change post waitlist adjustments beginning March 10, 2025.
Projected staffing needs: Certificated:

o Projected staffing needs: Classified:

● Middle School: Cabrillo

Cabrillo School Enrollment pre-lottery		
*Current 6th	Current 7th	Current 7th
74/63	41	55
Projected Grade Level Totals		
65	*65	***65

*Based on 2025-26 placement/lottery results held on January 24, 2025 (74 students are currently enrolled in 5th grade and 11 students have been placement at IBL for the next school year)

**Based on 2025-26 placement/lottery results held on January 24, 2025

***Projected based on requested current year transfer requests and projected waitlist transfers. Waitlist/transfer for 2025-26 form is available on March 10, 2025 on District website, district office and school offices at 8:00am

