

**REVISED MARCH 11, 2026**

**Subject:** Request for Expedited Approval of Sycamore Academy of Science and Cultural Arts Modular Project

Dear City of Chino Officials,

We are writing to request your assistance in expediting the approval process for the Sycamore Academy of Science and Cultural Arts (SASCA- CV) modular project. This project is crucial for the continuation of Sycamores students. Their current landlord has given them notice to relocate with only 60 days to move, and we seek your support to ensure the continued operations and success of the school.

SASCA-CV is a FREE TK-8 public charter school that is part of the Ronald Reagan Charter School Alliance (RRCSA). RRCSA is a 501(c)3 non-profit public benefit corporation that operates two public charter schools.

RRCSA was founded in 2008 when a group of teachers and parents became frustrated with the local public schools in Lake Elsinore, CA. The group successfully petitioned to open the original Sycamore Academy of Science and Cultural Arts (SASCA). SASCA opened its doors to students in 2009 in a shopping center in Wildomar, CA. Today, that school operates from a permanent school site owned by RRCSA and serves more than 500 students. In 2018, parents in Chino contacted our Executive Director as their charter school was being closed and they wanted an option outside of the traditional system. The Executive Director petitioned and was approved by the San Bernardino County Board of Education. SASCA-Chino Valley opened in 2019.

Charter schools in CA are public schools that operate outside of the traditional system. Our charter schools offer a program grounded in constructivist principles of teaching and learning with an emphasis on the arts and sciences. We develop scholars with the knowledge, critical skills, and fundamental dispositions to become self-motivated, competent, lifelong learners. To be fully educated every child must construct and communicate knowledge, display personal and social responsibility, work collaboratively with others, and reflect consistently on his or her growth as a learner.

SASCA-CV currently serves about 280 students in TK – 8<sup>th</sup> grade. Half of our student population is socio-economically disadvantaged. This year, roughly 20% of our student population receives Special Education Services. Parents from four counties bring their children to our school.



8:10 am - 2:30 pm Monday through Thursday  
8:10 am - 12:10 pm Every Friday

- 5th-6th Grade  
8:05 am - 2:40 pm Monday through Thursday  
8:05 am - 12:05 pm Every Friday
- 7th - 8th grade  
8:00 am - 2:50 pm Monday through Thursday  
8:00 am - 12:00 pm Every Friday
- School Office Hours: 7:00 am - 4:00 pm

#### Parking Requirements:

- During school hours (8:00 AM - 4:00 PM): 22 staff Monday through Thursday and 18 staff on Fridays.
- After school program (4:00 PM - 6:00 PM): 1-2 staff members for the after school program operated by Ortega

#### Traffic Management:

The school will provide signage at the entrance on Francis Ave and cones during drop off and pick up to mark the path of travel for cars. There will also be signage at the drop off point as well as signs to direct cars which way to exit. The school will continually monitor this plan and make adjustments as needed to minimize any traffic to the community and keep all queuing within the site. The staff works hard to facilitate the drop off and pick up process. When parents pull up, staff opens the door, students exit, cars pull off. The school does have a handful of special needs students whose parents will park and walk them in. At pick up, staff can handle 4-5 cars at a time - parents pull up, staff open doors, load students, parents leave making the process very efficient.

Parents do one drop off and one pick up - so when they have multiple children, they drop off at the earliest arrival and pick up after all students are dismissed. The school does not have parents lining up or blocking traffic to wait for their students to be released. They also have after school clubs and tutoring on M-TH and some kids stay in onsite daycare

About 160 cars or less will participate in arrival and dismissal. In addition, 15 students will arrive/depart with faculty or staff.

- Morning Drop-off:
  - 7am-7:30am 35 cars
  - 7:30am - 8:00am 75 cars
  - 8:00am - 8:30am 50 cars
  - All queuing will be on site per the attached site plan.
- Pick-up:
  - 2:10 - 2:20 20 cars
  - 2:20 - 2:30 30 cars
  - 2:30 - 2:40 30 cars
  - 2:40 - 2:50 25 cars

- 2:50 - 3:00 20 cars
- After clubs/tutoring 3:45-4:00 35
- Stay for daycare possibly until 6pm 10
- M-Th - cars are cleared by 3pm regularly
- Fridays are early dismissal:
- 12:00-12:05 20
- 12:05-12:10. 30
- 12:10-12:15. 35
- 12:15-12:20. 35
- 12:20-12:30. 35
- Stay for daycare possibly until 6pm 15
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- All queuing will be on site per the attached site plan.
- Please note that no students will be allowed to drive to school.

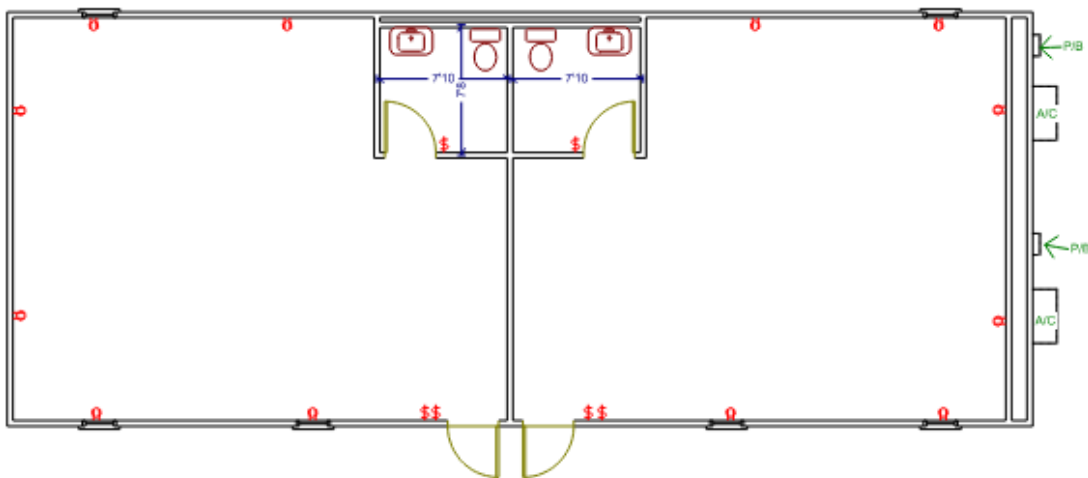
Noise: The school does not use any bells like regular schools nor do they have a PA system outside. The school uses walkie talkies for communication

Lease Agreement:

- The lease agreement has been established between SASCA-CV and Christ Lutheran Church, outlining the terms and conditions for the use of the church property. **The term of the lease is two years with two, one-year renewal options. In addition, the CLC will continue operating the daycare center with only 10 children.**

Built Components:

- **Modular Classrooms:** The project includes the installation of modular classrooms designed to provide a conducive learning environment for students. The design of the site plan has considered the accessible pathways to each modular. Concrete walk and infiltration basin will be installed. The buildings will not be sprinklered. Fire Alarm will be provided per local requirements. Below is the typical floor plan of the proposed Modular Classrooms:



- **Foundations:** Refer to the attached Sample Foundation Details sheet. The intent is to provide foundations that have minimal impact to the City's property and to meet the timeline for school

opening. The wood foundations will be inspected periodically and will be repaired as needed. Actual foundation design will allow for sheet drainage across the lot.

- Temporary Infrastructure: The lease plan will include provisions for temporary hookups for utilities such as water, electricity, and internet to support the modular buildings. Temporary tanks will be provided for water supply and sewage and will be regularly serviced via a local service complying with City of Chino regulations.
- Semi-Permanent Infrastructure: The intent is to add future semi-permanent hookups for utilities such as water, sewer, and electricity to support the modular classrooms after the school is open. We request the support of the City of Chino in determining an acceptable solution.
- Site Access: The plan will ensure safe and efficient access for student drop-off and pick-up, with designated areas for parents to drop off and pick up their children.
- Parking Requirements: The lease plan will include designated parking spaces for staff and visitors, ensuring compliance with city regulations. There are 40 full time staff.
- Fencing: The lease plan will include temporary fencing around the modular classrooms to ensure safety. Accessible pedestrian gates will be provided as shown on the site plan. Pedestrian gates will be unlocked during school hours.
- Fire Access: Refer to the site plan for fire lane access to the modulares, the site will not be enclosed with vehicular gates. The modulares will be able to be accessed via Vernon Ave on the east and a wide walkway on their west edge. Additionally, there are two fire hydrants located on the southern property line along Francis Avenue.

We appreciate your prompt attention to this matter and look forward to your support in continuing the education for Sycamore Academy of Science and Cultural Arts (SASCA- CV) and the Chino Community.