

Panache Academie Pleasanton

6700 Santa Rita Road, Suite C

Operational Narrative for use in CUP Application

Panache Academie Pleasanton, LLC is a STEAM-based after-school program offered to students 4 years 9 months of age and up. The business will be licensed as a heritage school under the California's Department of Education's EC Section 33195. The business is NOT session-based – students are picked up afterschool from their elementary schools and parents pick them up at the end of the day.

Operational Summary:

1. Hours of Operation: Monday-Friday, 8:30AM-6:30PM
2. Size: 4908 square feet
3. Capacity Requested:
 - a. Student: 50 (not to be exceeded at any one point in time)
 - b. Staff: 5 full-time
 - c. Other details: Student capacity will never exceed 50 students at any time – morning KG-readiness program to be suspended during winter/spring/summer breaks.
4. Operation details requested:
 - a. Outdoor activities: none on site. Field trips will be offered by parent sign-up.
 - b. Music – non-amplified and limited to certain times of days. No loud musical activities are expected. Music will be played through basic computer-style speakers.
 - c. Musical instruments – keyboards, Guitar Hero (computer based) and electronic music stations available. All musical instruments to be used in music lab with headphones.
 - d. PA Systems – none on site.
5. Panache Academie is an operational program in the city of San Ramon. The Pleasanton campus is expected to run the same way as the current operation in San Ramon.

EXHIBIT B

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**CITY OF PLEASANTON
PLANNING DIVISION**



6. Schedule Summary (details attached)

	Ages	Daily Times	Parking Notes	Other Comments
KG Readiness	4 yrs, 9 mo. – 6yrs	9:30-12:30	Dropped at 9:30AM and picked up by 12:30PM by parents.	No sessions during spring/winter/summer breaks
KG Students	5-6 yrs	Noon-6:30	Brought to Panache in company vans at Noon. Picked up by parents in staggered pattern between 3 and 6:30.	
1st-5th Grade	6-12 years	2:30-6:30	Brought to Panache in company vans at Noon. Picked up by parents in staggered pattern between 4 and 6:30.	

7. Transportation provided:

- a. Maximum of 6 passenger vans, registered through California Public Utilities Commission (TCP, charter-party carrier)
 - i. Vans will be no larger than a Chevy express, 15 passenger van – image below.



- ii. Vans to be parked on site, at all times, when not in use to pick up students.
 - iii. Vans driven by staff in accordance with California Public utilities Commission requirements
- b. During school year, after-school students to be picked up in company vans from Pleasanton schools and picked up in evening by parents. Parents may pick up any time after students arrive at Panache Academie Pleasanton.

8. Parking Notes

- a. Plans – see attached
- b. Note: Kindergarten readiness program proposed to start at 9:30AM to mitigate morning traffic and parking concerns.
- c. Based on our experience with our program in San Ramon, KG students are usually picked up staggered, beginning at 3PM.
- d. Based on our experience with our program in San Ramon, 1-5th graders are usually picked up staggered, after 4:00 PM through 6:30 PM.
- e. Based on our experience, approximately 25% of students are siblings, bringing total families down to between 43 and 44.
- f. With a total school capacity of 50 students ranging between KG-5th grade, we do not anticipate more than 5-6 families picking up within any 15-minute period after 3PM. See chart below

Expected Pattern of Drop-Off/Pick-up
(based on observed patterns in San Ramon)

Time	Age Group	
8:30-9:30	STAFF only	Arrive in own vehicles
9:15-9:45AM	4yrs9mo-6yrs	Arrive in parent vehicles
Noon	KG students	Arrive in Panache vehicles (6 vans at max)
12:15-12:45	4yrs9mo-6yrs	Pick-up in Parent vehicles
2:30-3:15PM	1 st -5 th grade	Arrive in Panache vehicles (6 vans at max)
3:00-3:30PM	KG-5 th grade	4 families pick-up
3:30-4PM	KG-5 th grade	4 families pick-up
4-4:30PM	KG-5 th grade	6 families pick-up
4:30-5PM	KG-5 th grade	6 families pick-up
5-5:30PM	KG-5 th grade	8 families pick-up
5:30-6PM	KG-5 th grade	8 families pick-up
6-6:30PM	KG-5 th grade	8 families pick-up
6:30-6:45	STAFF	All staff depart

9. Current Tenant Roster: 6700 Santa Rita Rd.

Business	Unit(s)	Area (sqft)	Hours of Operation	Use
Paris Baguette	A	3150	Not open yet	Restaurant
Taqueria El Gallo	B	775	7AM-9PM, 7 days	Restaurant
Panache Academie	C	4908	8:30AM-6:30PM, Mon-Fri	After-school
Healing Hands Chiropractic	D	1341	MWTh, 9-12, 3-6 T&F, 9AM-12PM S9-11:30AM	Medical
E Smokers Gift Shop	E	660	9AM-8PM, 7 days	Retail
Lotus Beauty	F	1000	9AM-9PM, M-Sat 10AM-6PM, Sun	Retail
Arrow Cleaners	G	1500	7AM-7PM, M-F 8AM-5PM, Sat	Dry-cleaning
Flaky Cream Donut Shop	H	1000	5AM-2:30PM, 7 days	Restaurant
Local Poke	I	840	11:30AM-8:30PM, 7 days	Restaurant
Active Nutrition	J	600	10:30AM-8PM, M-F 10:30AM-6PM, Sat 11AM-5PM, Sun	Retail
Vacant	K	3000		
Subway Sandwiches	L	960	7AM-10PM, M-F 8AM-10PM, Sat 9AM-9PM, Sun	Restaurant
Kamal Spices	M	1800	10AM-9PM, 7 days	Retail/Grocery

Programs Offered:

As a heritage school, Panache Academie will offer various educational and cultural education to enrolled students. Students served would range from 4 years 9 months to 12 years old and schedules would be as follows:

Am KG readiness & cultural education:

Age Range: 4 years 9 months – 6 years

Capacity: 24 students with 2 teachers

Description: For students between 4 years 9 months – 6 years, we offer a morning, 2.5 hours, Indian-heritage based KG readiness program. Parents will drop-off and pick-up students. The focus of academics is on reading/writing skills using Core Knowledge Language Arts, math using Singapore Math, arts/science through sensory, hands-on experiences. Cultural education will include yoga, dance, Hindi-language based nursery rhymes, vocabulary building and Indian heritage arts & crafts.

Schedule: 9AM-11:30PM

- 9:30AM: Arrival
- 9:30-10:15 Morning Circle time, including Hindi language nursery rhymes/story-telling, calendar activities, introduction to academic concepts for the day
- 10:15-10:30 Morning Snack (parent Provided)
- 10:30-11:15 Core Knowledge LA and Singapore Math centers
- 11:15-11:30 Music & Movement including yoga and Indian dance
- 11:30-12:15: Art/Science sensory projects
- 12:15-12:30 Wrap-up & Dismissal

After-School Program

Age Range: 5-12 years

Capacity: 50 students with up to 5 teachers

Description: For elementary school students between KG and 5th grade, we offer after-school pick-up and a robust educational and cultural enrichment program (Indian heritage). After school is dismissed, Panache will pick students up from their respective elementary schools and parents will pick-up their children up at Panache in the evening. The focus of educational enrichment is on reading/writing skills using Core Knowledge Language Arts, math using Singapore Math, arts/science through sensory, hands-on experiences, public speaking and engineering and robotics. Cultural education will include yoga, dance, hindi-language vocabulary building and Indian heritage arts & crafts.

School-day Schedule: This schedule is in effect when regular elementary school is in effect.

12PM:	KG student Arrival
12:00-1:00	KG student lunch (parent provided)
1:00-2:00	Core Knowledge Language Arts & Singapore Math
2:00-2:30	Music & Movement, including yoga and Indian dance
2:30-3:00	Snack (parent provided) and Upper grade arrival
3:00-5:00	STELLAR curriculum rotations (Homework, Lexicorion, Logixeon/Rationixida, Scientixium, Artixeda, Enginuitix – please see attached info packet for course descriptions. Heritage activities integrated into on-going STELLAR curriculum.)
5:00-6:00	Music & Movement, including yoga and Indian dance, Free project centers
6:00-6:30	Wrap-up & Dismissal

Full-Day Schedule. This is the schedule for winter/spring/summer break for elementary school students. During these times of year, KG readiness students will be on break (so as to not overlap with older students at any time).

- 8:30-9:00 Student Arrival
- 9:00-9:15 AM Snack (parent provided)
- 9:15-12:00 Morning STELLAR curriculum rotations (Homework, Lexicorion, Logixeon/Rationixida, Scientixium, Artixeda, Enginuitix – please see attached info packet for course descriptions. Heritage activities integrated into on-going STELLAR curriculum.)
- 12:00-1:00 LUNCH (parent provided)
- 1:00-2:00 Quiet Reading time (including read-alouds and audio stories)
- 2:00-4:00 Afternoon STELLAR curriculum rotations (Homework, Lexicorion, Logixeon/Rationixida, Scientixium, Artixeda, Enginuitix – please see attached info packet for course descriptions. Heritage activities integrated into on-going STELLAR curriculum.)
- 4:00-4:15 Afternoon snack (Parent provided)
- 4:15-5:00 Gameshow Trivia
- 5:00-6:00 Music & Movement, including yoga and Indian dance, Free project centers
- 6:00-6:30 Wrap-up & Dismissal



Summer 2019 SY 2019-2020 Info Packet

SAMPLE ONLY

2410 San Ramon Valley Blvd., Suite 111
p. 925-549-5620
f. 925-549-2829
www.panacheacademie.com



Dear Parents,

Welcome to lifePanache!

We are parents, too. We know, life is full of so much. Families have many moving parts and with them come varying needs, desires and priorities. We all want different things for our families. Some of us prioritize our **professional success**, and some seek **quality time** with our families. For others, our focus may be on our children's **academic development, life skills** and **enrichment**. So where does our company fit into that?

lifePanache strives to encompass the varying needs and priorities families today are trying so hard to fill. For most, top priority inevitably becomes children. You work hard to give your children the best – at times that comes with certain family sacrifices. You may work long hours or commute, you may fill up all your time driving the “mommy-daddy taxi” to ensure your kids don't miss out. You may truly just want to relax on a couch reading or watching a movie with the kids, or go kick a ball without it needing to be a soccer drill session. But like many of us, you may feel the guilt society places on parents for not making every spare moment productive for us or the kids. How can we help?

At lifePanache, we try to take some of the parent guilt and burden away. We take the guesswork out of quality education and enrichment so you can be assured that while you are away, your children are getting everything you want for them. This includes educational and developmental excellence, challenge, warmth and nurturing, and enrichment. As a company, **our rule of thumb is, if three parents ask, let's make it happen.** In this way, our programs remain responsive to what YOU as parents want while retaining the experiential and best-practice foundation we as professionals bring to education.

At Panache Academie Pleasanton, we offer two programs – KG readiness & elementary school enrichment.

With our KG readiness program, we provide a comprehensive solution to ready students for the classroom environment while still exposing them to culture and heritage. The focus is on developmentally appropriate and best practice through our wildly successful PanacheGurus academic curriculum. Your Kindergartners will begin their elementary education “more than Kindergarten ready” with an added edge through their exposure to Indian heritage.

At Academie, we further the scope of our mission through to school-agers. The program provides a dynamic, passion-driven and cutting-edge STEAM focused environment through our in-house S.T.E.L.L.A.R. curriculum coupled with a rich Indian-culture enrichment program. Your elementary school-agers will dig into their technological and creative arsenals to push boundaries and grow through challenges we place before them.

With our schools, families will have peace of mind knowing that trained and nurturing professionals are guiding their child's development, education and enrichment. We are working hard to form a younger generation of lifelong learners who will change the world!

Come join our Panache family and begin living with #lifePanache!

With warm regards,

Shilpa & Mandeep Panech - Fellow Parents

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Summer with Panache

Summer is a time for fun alongside learning. At Academie, we will have blocks of time dedicated to learning concepts to ensure that students combat the “brain drain” that occurs during the summer months; however, we also want kids to be able to let loose and feel like it is summer. What does that look like?

Along with our STELLAR curriculum (see Panache Academie Philosophy page), we will offer week-long **specialty camps** for an additional fee. These will typically be offered from 9AM-12PM and will take the place of the typical Academie activities.

We will also arrange 3-4 **field trips** over the course of the summer. Field trips and specialty camps will be contingent upon minimum enrollment requirements.

Our sample summer schedule provides you with a look at how this is accomplished.

	M	T	W	Th	F
8:30-9:00	Student Arrival – Huddle	Student Arrival – Huddle	Student Arrival – Huddle	Student Arrival – Huddle	Student Arrival – Huddle
9:00-9:15	AM Snack	AM Snack	AM Snack	AM Snack	AM Snack
9:15-10:00	Language Arts	Language Arts	Language Arts	Language Arts	Language Arts
10:00-11:00	Public Speaking	Public Speaking	Public Speaking	Public Speaking	Public Speaking
11:00-12:00	Math	Math	Math	Math	Math
12:00-1:00	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
1:00-2:00	Free Quiet Time	Free Quiet Time	Free Quiet Time	Free Quiet Time	Free Quiet Time
2:00-3:00	STELLAR #1	STELLAR #1	STELLAR #1	STELLAR #1	STELLAR #1
3:00-4:00	STELLAR #2	STELLAR #2	STELLAR #2	STELLAR #2	STELLAR #2
4:00-4:15	PM Snack	PM Snack	PM Snack	PM Snack	PM Snack
4:15-5:00	GAMESHOW	GAMESHOW	GAMESHOW	GAMESHOW	GAMESHOW
5:00-6:00	Music & Movement	Music & Movement	Music & Movement	Music & Movement	Music & Movement
6:00-6:30	Daily Terminus	Daily Terminus	Daily Terminus	Daily Terminus	Daily Terminus

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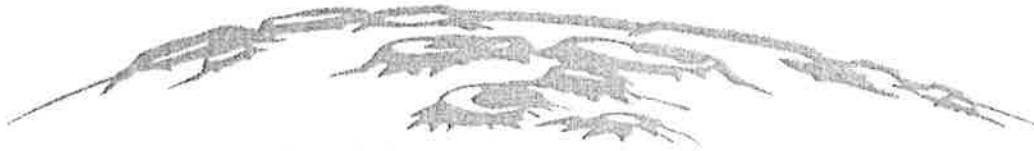
At Panache Academie we strive to keep everything, including tuition, simple for parents. Upon enrollment, we charge a non-refundable summer registration fee. Please refer to the Admissions Agreement for details on all fees. We offer a sibling discount, please inquire.

The weekly tuition fee includes our Daily Panache Academie Summer Camp. In addition, you may choose to register your child in add-on specialty camps (hosted from 9am-12pm every day of the assigned week) and/or field trips for an additional fee. All specialty camps and field trips are contingent upon minimum enrollment requirements. Additionally, specific camp dates may be subject to change. If you register for something that is modified, we will provide you with notice of the change.

2019 Tentative Line-Up

Date	Weekly Fees	Specialty Camp/ Field Trip	Additional Fee
6/4-8	\$250	Movie Theatre Trip	\$25
6/11-15	\$250	Studio Art and Design	\$100
6/18-22	\$250	Laser Tag Field Trip	\$25
6/25-29	\$250	Botany/Nature Camp	\$100
7/2-6	\$175	Holiday Week	NA
7/9-13	\$250	Sports Camp	\$100
7/16-20	\$250	Drama Camp	\$100
7/23-27	\$250	Zoo Field Trip	\$25
7/30-8-3	\$250	Robotics Camp	\$125
8/6-10	\$175	Holiday Week	NA

Panache Academie aims to partner with parents to provide exciting opportunities for academic and cultural enrichment that enable students to build confidence to take on the world of elementary education by storm.



We take the traditional STEM/STEAM curriculum and refocus it to Panache's STELLAR curriculum which strives to open up galaxies of educational opportunities. What is STELLAR?

S	Science	Scientixium
T	Technology	Texniol Borealis
E	Engineering	Enginuitix
L	Literature	Lexicorion
L	Logic	Logixeon
A	Art	Artixeda Major
R	Reasoning	Rationixia Minor

Every aspect of your child's experience at Panache Academie, from the physical environment, to the curriculum to the interaction with Academie counselors and peers is focused to appeal to the younger generation. Cultural activities including dance, yoga, cooking, arts and technological topics such as engineering and robotics along with more traditional academic enhancement through Singapore Math, creative writing, public speaking and debate, will be a part of their daily & weekly activities at the Academie.

Optional extracurricular opportunities will also be offered to further address individual student's passions. These may include sports camps, piano lessons, fine arts training, etc. And of course, Friday Fun Days give them an opportunity to relax, tell each other stories, play games and revel in the explorations of the past week.

Scientixium:

Chemistry, biology, and exploration of the scientific world will allow students to get creative with the science concepts being learned in school. A science and food lab will be available for experimentation on a weekly basis.

Texniol Borealis & Enginuitix:

Students will be introduced to creative engineering and technology concepts including Lego Robotics, 3D Modelling & Printing, Animation, and Physics. A state-of-the-art Chrome lab will be available to students.

Lexicorion:

Language arts enrichment will include opportunities to enhance spelling and vocabulary, public speaking and engagement in debates. Students will develop their own creative writing journal during the course of the school year.

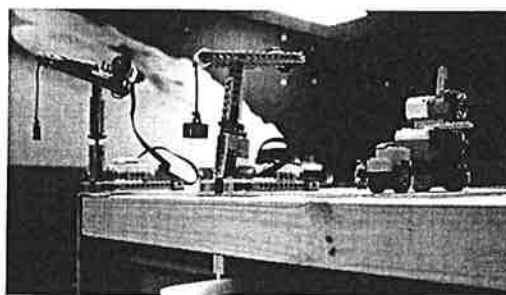
Logixeon:

Students will engage in group and individual problem-solving activities and games including chess, academic "survivor" challenges, etc.

Artixeda Major:

Creativity enhances academic skill and fluency and so students will find opportunities to express themselves through art history, various art mediums, drama and music.

Rationixia Minor: Alongside assistance with mathematical concepts learned in school, students will receive training in Singapore math in order to enhance their speed, accuracy and fluency of math facts.





other

Meals

Academie: Tuition at Panache Academie does not include any food or drink, with the exception of water.

Transportation

Should your child(ren) need transportation to Panache Academie from their respective elementary school(s), there will be a \$100 transportation fee paid per child each month at the time that tuition is due. Please note – no discounts or promotions apply to transportation fees.

Transportation will be provided only with approval of the Director. Pick-up from respective schools is contingent upon minimum student and maximum distance requirements.

MINIMUM DAYS & EXTENDED CARE

Please see your school's current instructional calendar for minimum days and school closures. In advance, we will post a sign-up sheet for parents needing childcare on the appropriate days. Pick-ups will be arranged for these days as per the sign-up sheets. If your student is NOT signed up, we will assume alternate arrangements have been made.



holidays

Our goal at Panache is to make this an easy choice for parents, and so we aim to be available to meet your family's needs. Therefore, we are only closed major holidays.

Below is a list of important School Year dates and closures. Please note, these are subject to change at the discretion of management.

Date	Description
Jun. 3	Staff In-Service
Jun. 4	SUMMER WITH PANACHE
July 4	Independence Day Closure
Aug. 12	Staff In-Service
Aug. 13	First Day of School
Sep. 2	Labor Day
Nov. 1	Staff In-Service
Nov. 28 - 29	Thanksgiving Closure
Dec. 24	Christmas Eve – 12:30 Dismissal
Dec. 25	Christmas Day Closure
Dec. 31	New Year's Eve – 12:30 Dismissal
Jan. 1	New Year's Day Closure
Jan. 20	Staff In-Service
Feb. 17	President's Day Closure
Apr. 6	Staff In-Service
May 25	Memorial Day
May 29	Last Day of School
Jun. 1	Staff In-Service
Jun. 2	SUMMER WITH PANACHE
July 3	Independence Day Closure

SCHOOL BY SIGN-UP

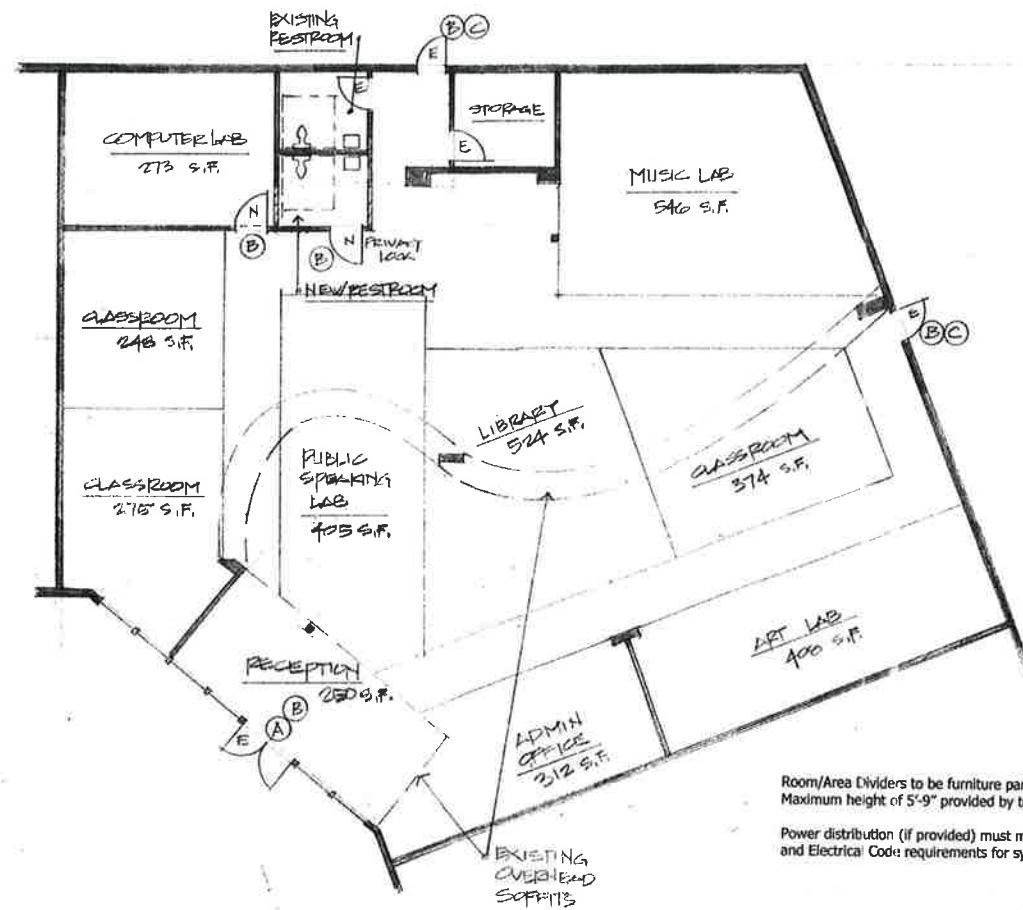
While we remain open for your convenience, there are times we want to ensure our staff get some family time also. In advance, we will post a sign-up sheet for parents needing childcare on the following dates. We will schedule our staff ONLY to accommodate these typically lowered numbers. All formal curriculum will be suspended on these dates and we will provide festive activities for children to partake in instead. At the discretion of management, school timings may also be altered on these days.

Dec 23 – Jan 3
Apr 6 – Apr 10

Winter break
Spring Break

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FLOOR PLAN

SCALE: 1/8" = 1'-0"

LEGEND

- Existing wall/Structure to remain
- New walls to match existing
- Existing walls to be demolished
- E Existing fixture to Remain
- N New fixture to match existing
- R Existing fixture to be removed

General Notes

- > Site and building access must occur through Property management and lease holder.
- > Coordination of debris removal on site requires approval from Property Management.
- > Permits shall be obtained through the City of Pleasanton and assigned Fire Protection District.
- > All remaining surfaces shall be left in "like-new" condition at end of project.
- > HVAC & Electrical systems for suite will remain unchanged. Additional exhaust fan is required for restroom (minimum 50 CFM). Light switching for new restroom must meet State of CA Title 24 requirements with occupancy sensor and energy saving.
- > Plumbing for new restroom shall meet CBC and CA Plumbing Code for low-flow requirements.

Sheet Notes

- A. Replace key lock with single action exit hardware (push bar).
- B. Doors to open with maximum force of 5 lbs. except for fire rated doors which may have a maximum of 15 lbs. of force to open.
- C. Door hardware shall be operable with one hand and shall not require tight grasping, pinching or twisting of the wrist - hardware shall be located between 34"-48" above floor.

Room/Area Dividers to be furniture partitions with Maximum height of 5'-9" provided by tenant.

Power distribution (if provided) must meet California Building Code and Electrical Code requirements for systems furniture

PROJECT DATA

Construction Type	III - B
Number of stories	1
Building Size	21,000 s.f. (+)
Fire Sprinkled	Yes
Life Safety System	To Be added
Tenant Suite area:	4,908 s.f.
Area of Remodel:	362 s.f. (demolition only)
Tenant Use:	Education - E
Proposed Occupancy Load	56 (50 students = 6 Staff) - Will Limit to this level
Classroom areas	3,502 s.f. - 175 occupants
Circulation within Suite	814 s.f. - No additional occupants
Reception/Waiting	287 s.f. - 3 occupants (General Business)
Accessory Uses (restrooms & Storage)	305 s.f. - 0 Occupants
Total Occupant Load per CBC	178
Required Exit Width per CBC 1005.3.2 - 178 x .2" =	35.6'
Provided Exit widths (at exit doors)	144'
Exits Required:	2
Exits Provided:	3
Exit Separation Required:	Yes - 1/3 of 102' = 34'
Exit Separation provided:	Yes - 69'

Restroom/Plumbing Fixture Calculations

Given that Panache Academie is restricting it's enrollment and staff as noted above, the proposed plumbing fixture counts are based on 50 or less Children and less than 10 adults.

Providing 1 water closet and sink for Children (accessible for age 6+) and 1 water closet and sink for adults (adult accessibility standards)

Scope of Work Statement:

This project is an Interior Tenant Improvement remodel and has no modifications to the building structural system. Suite location on main or ground level.

This project constructs a 2nd restroom for Children's use. An additional restroom is being built to accommodate children ages 5-12. Furniture dividers will separate instruction areas. This business emulates a tutoring business with small groups of children being instructed after school hours.

Note: 1 hour fire separation required between B occupant areas (adjacent tenants)- Demising walls shall be confirmed to meet 1 Hour Rating requirements and/or shall be modified to meet the requirements.

Additional Accessible Notes:

- Existing slopes do not exceed 1/4"/foot cross slopes within accessible paths of travel
- All paths are continuously accessible. Required 2nd accessible Exit requires some new concrete to connect existing landing to rear of building pathway.
- No vertical changes greater than 1/4" (or 1/4" with additional 1/4" beveled edge) exist in paths of travel.
- All paths of travel are no less than 48" wide.
- Provide tactile signage per CBC at Exits (mounted below 48" max. height), Restrooms (provide unisex signage) and exit paths.

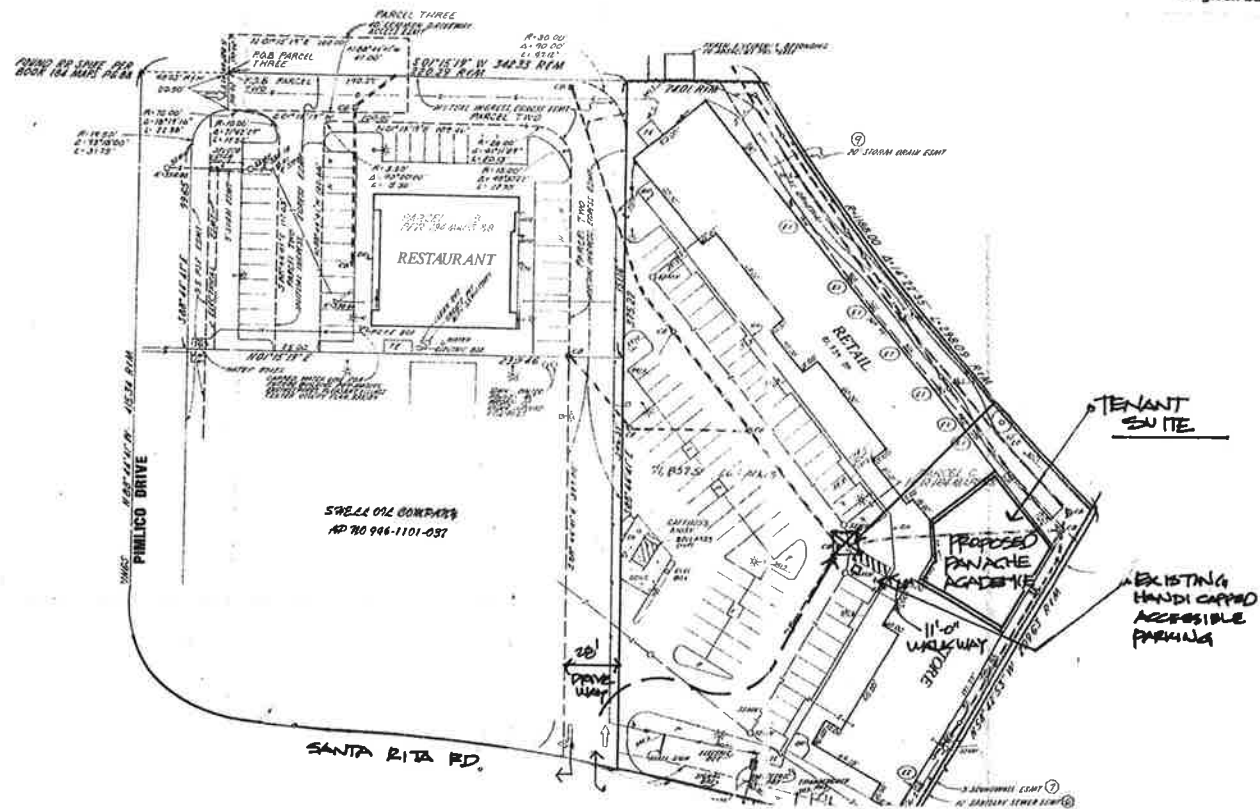
EXHIBIT B
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CITY OF PLEASANTON
PLANNING DIVISION

Ceiling Notes:

1. Existing suspended ceiling system to remain. As such no new suspended ceiling is being added and no changes are being made to this ceiling.
2. Existing Lighting to remain. As such, no Title 24 calculations are required as this project falls under the 10% or less of fixtures being changed.



Parking Notes:

1. Parking is striped as shown with accessible parking clearly identified.
2. Existing parking stall in front of Panache Academie does not meeting current State of California Building Code accessibility standards. Ramp serving space will need to be removed and cut back into existing walkways. It is unclear at this time if that work is part of other handicapped accessibility upgrades required by ongoing building permits within this shopping center.
3. The represented parking counts and categorization of types of stalls provided by Property Management. At this time, no designated parking for given businesses exists.

SITE PLAN
(PROVIDED BY OWNERSHIP)

PARKING DATA

Shopping Center Area: 21,000 SF
(or approx. 1 stall per 288 SF)

73	Total
46	Standard Size
24	Compact
3	Handicapped Accessible

RYAN DESIGN GROUP
5047 Latimer Circle, Fairfield, CA 94534 707-964-1394
www.rdyndesign.org

SPACE ANALYSIS SPACE PLANNING CORPORATE INTERIORS PROJECT MANAGEMENT

PANACHE ACADEMIE
6700-C Santa Rita Rd.
Pleasanton, CA

2019-17

8-26-19