



**To:** Attendees

**From:** James Soh | JS

**Date:** June 21, 2016

**Comm. No:** 162043

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**Subject:** Independent School District #194  
Long Term Facilities Committee  
June 15, 2016 Facility Master Plan Meeting #6 Minutes

**Attendees:**

<input checked="" type="checkbox"/>	Amy Olson, ISD #194, Director of Communication	amy.olson@isd194.org
<input type="checkbox"/>	Barb Knudsen, ISD #194, Executive Director of Teaching and Learning	barbara.knudsen@isd194.org
<input type="checkbox"/>	Carmello Santoorjian, ISD #194,	Sant1557@isd194.org
<input type="checkbox"/>	Chris Endicott, ISD #194, Middle School Principal	chris.endicott@isd194.org
<input checked="" type="checkbox"/>	Don Sinner, ISD #194, Teacher Representative	sinn1802@isd194.org
<input checked="" type="checkbox"/>	Douglas Ninow, ISD #194, Data System Analyst	douglas.ninow@isd194.org
<input checked="" type="checkbox"/>	Emily McDonald, ISD #194, Director of Equity and Innovation	emily.mcdonald@isd194.org
<input type="checkbox"/>	Heather Leier, ISD #194, Teacher Representative, Lakeville South HS	heather.leier@isd194.org
<input type="checkbox"/>	Jason Molesky, ISD #194, Executive Director of Data/Technology Services	jason.molesky@isd194.org
<input type="checkbox"/>	John Boche, ISD #194, High School Dean	john.boche@isd194.org
<input checked="" type="checkbox"/>	Judy Keliher, ISD #194, Board Member	judy.keliher@isd194.org
<input type="checkbox"/>	Justine Liekis, ISD #194, Teacher Representative, Lakeville North HS	justine.liekis@isd194.org
<input checked="" type="checkbox"/>	Lisa Snyder, #ISD 194, Superintendent	lisa.snyder@isd194.org
<input checked="" type="checkbox"/>	Michael Baumann, ISD #194, Executive Director of Business Services	michael.baumann@isd194.org
<input type="checkbox"/>	Nancy Skaro, ISD #194, Facility Use Coordinator	nancy.skaro@isd194.org
<input type="checkbox"/>	Pete Otterson, ISD #194, Elementary Principal	peter.otterson@isd194.org
<input checked="" type="checkbox"/>	Richard Ringeisen, ISD #194, Community Member	richard.ringeisen@isd194.org
<input checked="" type="checkbox"/>	Sharon Krueger, ISD #194, Special Education Representative	sharon.krueger@isd194.org
<input checked="" type="checkbox"/>	Shirley Ward, ISD #194, ESS Manager	shirley.ward@isd194.org
<input type="checkbox"/>	Steve Porter, ISD #194, Community Education Director	steve.porter@isd194.org
<input checked="" type="checkbox"/>	Terry Lind, #ISD 194, Board Member	terry.lind@isd194.org
<input type="checkbox"/>	Daryl Morey, City Of Lakeville	dmorey@lakevillemn.gov
<input checked="" type="checkbox"/>	David Anderson, Community Member	davidandersonjd@gmail.com
<input checked="" type="checkbox"/>	Jane Thompson Rowe, TLAC Representative	jane.rowe@gmail.com
<input checked="" type="checkbox"/>	Jacob Whittaker, Community Member	j_whittak@yahoo.com

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<input checked="" type="checkbox"/>	Jon Seybold, Community Member	seyboldjs@aol.com
<input checked="" type="checkbox"/>	Josh Kutzler, Community Member	jdkutzler@gmail.com
<input type="checkbox"/>	Laura Peterson, Schmitt's Transportation	lpeterson@sasbus.com
<input checked="" type="checkbox"/>	Luke Hellier, Community Member	lukehellier@gmail.com
<input checked="" type="checkbox"/>	Mark Rath, Community Member	rathmark@hotmail.com
<input type="checkbox"/>	Noelle Bartlett, GT Representative	nm.bartlett@hotmail.com
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<input checked="" type="checkbox"/>	James Soh, Wold Architects and Engineers	jsoh@woldae.com

**Discussion Topics:**

- A. Updates/Announcements:
1. Recently, there were misconceptions in the local news media being published questioning whether this committee objective is solely focus on adding a second pool and whether a second pool would be fully utilized when it is added.
  2. Committee response:
    - a. The committee would like the community to know that the pool issue is also a community concern as a whole as well as a district facilities concern.
    - b. The previous recession was the main reason why the required number of pool was not being built in the first place.
    - c. Through the understanding of Activities and Athletic Studies, the committee has firsthand knowledge that the pool was a deficiency in the district.
- B. Thoughts since last meeting:
1. Middle School Community outreach:
    - a. There was perception from the community that Lakeville district is too sports oriented. And the community would like the district to be less focus on just the athletic aspect.
  2. Committee discussion:
    - a. Lakeville school district has one of the highest athletic participation and fees collected.
    - b. The trend also indicated that the facilities usage is being maximized so is the revenue being generated.
    - c. Other non-athletic programs also utilize the facilities across the district.
- C. Facilities Master Plan Process Update:
1. This is the committee's Meeting #6. The groups will continue to develop and refine the criteria based on the district needs.
  2. On Tuesday, June 21, 2016, an update regarding the status and progress of the Long Term facilities Committee will be given to the Board of Education.



D. Draft Criteria Review:

1. The common themes from criteria developed during the last group exercise are:
  - a. District-wide strategic goals should be supported.
  - b. Capacity should address class-size flexibility.
  - c. Plans should work towards equity in schools.
  - d. A comprehensive and continued approach to addressing deferred maintenance should be part of the plan.
  - e. Safety and security of students, educators and staff member should always be a main focus.
  - f. The district facilities are meant for the entire community.

F. Physical Criteria:

1. The District has a long history of investing in the physical infrastructure of the facilities which reflects a community value. All plans should continue to plan for investing in the physical conditions.
2. In addition to funding projects the District should continue to have a maintenance schedule for annual work to maintain systems.
3. Maintenance projects should consider long term operational expenses and environmental impacts as well as first costs.
4. Maintaining physical conditions is a base priority, and as such should be first consideration when developing long term plans.

G. Education Criteria:

1. The current configuration and components of facilities does not provide for equity between sites. Any option considered should provide for equity in programming, activities, technology and equipment.
2. Overtime the functions of our facilities will change – that is inevitable. Recognizing this issue, options considered should be flexible in concept with the ability to easily accommodate multiple functions and uses over the life of the buildings.
3. There is support for the Strategic Plan vision of the District. Options should include the types of spaces that support a broadened and wider approach to education including the following:
  - a. Breakout spaces adjacent to classrooms.
  - b. Small group learning areas.
  - c. Flexible furniture to support additional formats beyond lecture style.
  - d. Personalized and independent learning opportunities for diverse learners.
4. The District should continue to provide increased opportunities to Pre-K instruction in addition to offerings at CLEC. Options should consider site based programming options.
5. The District should continue to evaluate programming and space options in relation to relevance. Options should include:
  - a. Exploring redesign of District Media Centers to reflect current use and integrated technology.
  - b. Ability for hands-on “maker space” instruction.
  - c. Community education access during school hours.



H. Safety and Security Criteria:

1. All facilities should have secure vestibules to control who is entering building during operational hours. Visitors shall not be admitted without authorization.
2. All door hardware must provide the level of security and/or safety intended for that area:
  - a. No ability to chain-lock or otherwise prevent safe exiting.
  - b. All Classroom doors should have easy to operate, quick locking function.
  - c. Should be easy to monitor if they are compromised (propped open or unintentionally closed).
3. Safety measures should focus on internal security before perimeter security.
4. All buildings should have adequate surveillance devices and equipment to monitor events and activities (including cameras, intercoms, etc.). Metal detectors at entries should be discussed on a case-by-case basis.

I. Activities and Community Criteria:

1. Buildings and facilities should be welcoming and highly functional for all. Appropriate access should be a priority at all facilities.
2. Some of the outdoor environments and facilities are in need of physical attention. Options should address:
  - a. Quality of fields.
  - b. Track and tennis surfaces.
  - c. Appropriate lighting at exterior areas and play fields.
3. As an access point to facilities adequate parking, pedestrian access and traffic circulation should be considered.
4. Restroom facilities should be appropriate for quantities and privacy needs.

J. The committee is tasked with developing and refining criteria statements in group activities.

K. Key Messages:

1. Education consideration to include student and community needs.
2. Criteria was developed.
3. Safety and security deserves its own criteria.

L. Next Steps:

1. The next meeting is scheduled to be held at Crystal Lake Education Center on Wednesday, June 29, 2016 at 4:30 p.m.

cc: Absentees