



To: Attendees

From: James Soh | JS

Date: May 12, 2016

Comm. No: 162043

Subject: Independent School District #194
Facilities Master Plan Meeting #3
May 3, 2016 Meeting Minutes

Attendees:

<input checked="" type="checkbox"/> Amy Olson, ISD #194, Director of Communication	amy.olson@isd194.org
<input checked="" type="checkbox"/> Barb Knudsen, ISD #194, Exec. Dir. of Teaching and Learning	barbara.knudsen@isd194.org
<input checked="" 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 checked="" type="checkbox"/> Heather Leier, ISD #194, Teacher Representative, Lakeville South HS	heather.leier@isd194.org
<input checked="" type="checkbox"/> Jason Molesky, ISD #194, Exec. Dir. of Data & Technology Services	jason.molesky@isd194.org
<input checked="" 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 checked="" type="checkbox"/> Lisa Snyder, #ISD 194, Superintendent	lisa.snyder@isd194.org
<input checked="" type="checkbox"/> Michael Baumann, ISD #194, Exec. Dir. of Business Services	michael.baumann@isd194.org
<input type="checkbox"/> Pete Otterson, ISD #194, Elementary Principal	peter.otterson@isd194.org
<input 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"/> 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 checked="" type="checkbox"/> Carmello Santoorjian, ISD #194	sant1557@isd194.org
<input checked="" type="checkbox"/> Justine Liekis, ISD #194, Teacher Representative, Lakeville NHS	justineliekis@isd194.org
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<input type="checkbox"/> Daryl Morey, City Of Lakeville	dmorey@lakevillemn.gov
<input 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
<input checked="" type="checkbox"/> Jon Seybold, Community Member	seyboldjs@aol.com

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<input checked="" type="checkbox"/> Josh Kutzler, Community Member	jdkutzler@gmail.com
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<input checked="" type="checkbox"/> Mark Rath, Community Member	rathmark@hotmail.com
<input type="checkbox"/> Noelle Bartlett, GT Representative	nm.bartlett@hotmail.com
<input checked="" type="checkbox"/> Tara O'Hearn, CEB Representative	tohearn@charter.net
<input type="checkbox"/> Tom Terry, ENM Representative	
<input checked="" type="checkbox"/> Sara Guyette, Wold Architects and Engineers	sguyette@woldae.com
<input checked="" type="checkbox"/> Sean Kelly, Wold Architects and Engineers	skelly@woldae.com
<input checked="" type="checkbox"/> Tim Lewis-Wolf, Wold Architects and Engineers	tlewis-wolf@woldae.com
<input checked="" type="checkbox"/> James Soh, Wold Architects and Engineers	jsoh@woldae.com

This meeting was held at Crystal Lake Education Center at 4:30 p.m. on Tuesday, May 3, 2016.

Discussion Topics:

A. Updates/Announcements:

1. Meeting Minutes are being received via email and they are also available on Google Drive. The committee decided that they did not need a hardcopy.
2. A webpage on the District's website is not active. Public will be able to follow along. The address is:
www.isd194.org/about/departments-services/business-services/facilities-master-plan/

B. Thoughts since last meeting:

1. Is the School District building towards Elko?
2. Information and data given thus far is plentiful.
3. The potential capacity diagrams are good information and highly informative of each facility and district as a whole.

C. District Strategic Plan Overview:

1. The District reestablishes Strategic Plan every three years to keep pace with changing needs.
2. The Mission statement: "Lakeville Area Public Schools is a partnership of students, families, staff and community committed to education excellence."
3. The vision statement of the District: "a World-class, personalized learning ensuring success for every student."
4. The Board of Education is focused on Four Strategic Goals:
 - a. Strategic Goal #1: Academic Achievement.
 - b. Strategic Goal #2: Community Connectedness.
 - c. Strategic Goal #3: Fiscal Responsibility.
 - d. Strategic Goal #4 High Quality Workforce.
5. Learning Goals:
 - a. Learner Profile is an updated profile catering learning programs based on individual student's strength and maximizes their potential achievement.



- b. Personalized Learning Path emphasizes the need for creating project-based learning program whereby students gain knowledge and skills through investigation and respond to complex problem-solving.
 - c. Competency-based Progression is a program rooted in students learning concrete skills and demonstrating the ability to learn as they progress through their education.
 - d. Flexible Learning Environment is designed to provide students with a variety of learning spaces that support personalization in the classroom; comfort, choice, and students' ownership of spaces are key to developing effective learning environments.
6. Introduction to Future-Ready Skills:
- a. Future-Ready Skills consists of three major components:
 - 1) Foundational Literacy – how students apply core skills to everyday tasks
 - 2) Competencies – how students approach complex challenges. Competencies Future-Learning Skills are:
 - a) Critical thinking.
 - b) Creativity.
 - c) Communication.
 - d) Collaboration.
 - 3) Characters Qualities – how students approach their changing environment.
- D. Learning Environments in the District:
1. Committee responded to the comparison being made between the learning environments of the past, present, and future. In particular, how structured of old versus flexibility of the present in terms of spaces, furniture, colors, material and technology.
 2. The District emphasized the importance of emerging research of student and faculty experience by incorporating basic human needs, technology, learning experiences and engagement.
 3. Special Education serves 15% of the District's population. Moving forward, to better align special services with the strategic plan facilities goals:
 - a. Create personalized need, flexible environment for learning;
 - b. Provide more 'push-in' services to classrooms;
 - c. Provide equitable, collaborative spaces that are capable of integrating into all areas of school;
 - d. Dedicated small group spaces for Special Services should have the ability to serve as general education spaces as well and be all-inclusive;
 - e. Furnish Sensory Spaces for purposes such as deregulating and calming students as well as adequate spaces for therapy and testing.
- E. Briefing of Flexible Classroom Pilot Program at Lakeville North High School by High School teacher, Justine Liekis.
1. Students created an iMovie to assess the current state of classrooms, which centered around two main issues:
 - a. Heating and cooling problem in the classrooms.
 - b. Limitation of a classroom affected through: confined spaces, seating arrangement, writing surfaces, furniture (tables and chairs), ergonomics problems etc.



2. In collaboration with classroom furniture manufacturer, Artcobell, the class is creating a furniture layout to reflect the needs for better learning environment.
3. Students' input thus far has produced a layout that includes flexible seats, writable table, height-adjustable table, and folding coaster chair, all of which are capable of organizing to work in a collaborative team environment with their peers.
4. Committee discussion/feedback:
 - a. There was discussion on how classroom spaces and different courses/programs can be integrated so they can best suit the needs for collaborative learning environment.
 - b. A question regarding the ability of flexible furniture adapting to traditional students exams setting was raised. Many schools have done this successfully. Students would be no closer together than they are now.
 - c. Discussion of how some of the existing facilities such as Impact Academy, McGuire and Century Middle Schools can adopt flexible classroom application.
 - d. How the flexible furniture can adapt to different learning mode either by sitting, lounging or standing.
 - e. Question was asked who should decide the implementation of flexible classrooms – District, teachers or students. It was widely agreed that the decision for implementation is dependent on the facilities' ability to house such programs.
- F. Wold presented Future Ready Learning Spaces in today's school design.
 1. Example of case studies and images from schools around the country as well as corporate work environments were shown to the committee.
 2. The current trends manifest:
 - a. How teaching culture/methods have evolved in conjunction with unique spaces and flexible furniture.
 - b. How natural daylighting can have positive impact on students and staff.
 - c. How zoning of spaces can create individualized learning environment, extending learning spaces into hallways, commons area or any possibilities in the layout of the school.
 - d. New concept learning spaces: Teaming Area, Maker Space and Fab Lab.
 3. Key concepts in today's school design:
 - a. The need to foster active collaboration.
 - b. Creating diverse spaces for individualized, flexible learning environment.
 - 1) Defront classroom.
 - 2) Plug + play technology throughout the school.
 - 3) Teacher as facilitator.
 - c. Integrating technology into all spaces.
 - d. Passive supervision.
 - e. Age appropriate design elements.
 - f. Mobile teaching tools and furniture.



4. Committee discussion/feedback:
 - a. How sound, lighting and smell can be control in open spaces if there is a desire for such layout? Certain spaces should be enclosed, softening of wall surfaces, and strategic location for wall separation, utilizing sound system control and amplification can all aid in sound quality. Lighting quality can be achieved through using LED as full spectrum lighting as well as multi-layer lighting approach. As far as introducing smell to the spaces it is currently unknown.
 - b. Is flexible furniture a feasible approach? Flexible furniture does provide plenty mobility in terms of organizing and arrangement. Sometimes durability can be an issue in the long term due to mobile parts.
- G. Introduction to Educational Adequacy & Strategic Alignment:
 1. Educational adequacy is defined as the ability of the facilities to adequately support the instructional mission based on today's regulations and best practices.
 2. Strategic alignment is an assessment of spaces to prepare facilities for a Future Ready vision that aligns with the District's Strategic Plan.
 3. The process of quantifying Educational Adequacy is accomplished through observation and meetings with principals, activities directors and community associations.
 4. Once the data is gathered, it will provide an insight into deficiencies faced by each facility.
 5. Deficiency can range from building component issues, inadequate spaces, inadequate space relationships and furniture.
 6. Preview of Educational Adequacy and Strategic Alignment diagrams were introduced to the committee.
 7. Report will be finalized and discussed at next meeting.
- H. Revisiting Deferred Maintenance:
 1. Review list of most commonly requested items to be repaired by sites.
- I. Question and Answer Session:
 1. Can the year of construction of facilities be included in the diagrams or plans?
Response: Yes.
 2. What is the current status of updating the demographic studies?
Response: Hazel Reinhardt is still in the process of conducting the assessment. The District is expecting the deliverable in the month of June.
- J. Key messages the committee would like to share are:
 1. 21st Century model (investigation).
 2. Collaboration classrooms.
 3. Furniture can create flexible learning environment.
 - a. Vehicle for customization/collaboration.
 4. Facilities to align with Strategic Plan (personalization/individualization).
 5. Preserve/maximize though creativity (existing facilities).

Attachment: Committee Key Messages

cc: Absentees

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