



To: Attendees

From: Caleb Nelson | CN

Date: November 23, 2016

Comm. No: 162043

Subject: Independent School District #194
Facilities Master Plan Meeting #9
November 9, 2016 Meeting Minutes

Attendees:

Carmello Santoorjian	Independent School District #194	sant1557@isd194.org
Douglas Ninow	ISD #194, Data System Analyst	douglas.ninow@isd194.org
Emily McDonald	ISD #194, Director of Equity/Innovation	emily.mcdonald@isd194.org
Chris Endicott	ISD #194, Middle School Principal	chris.endicott@isd194.org
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Judy Keliher	ISD #194, Board Member	judy.keliher@isd194.org
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Michael Baumann	ISD #194, Exec. Direc. Business Services	michael.baumann@isd194.org
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Richard Reingeisen	ISD #194, Community Member	richard.reingeisen@isd194.org
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Terry Lind	ISD #194, Board Member	terry.lind@isd194.org
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Jon Seybold	Community Member	seyboldjs@aol.com
Josh Kutzler	Community Member	jdkutzler@gmail.com
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Absentees:

Amy Olson	ISD #194, Director of Comm.	amy.olson@isd194.org
Don Sinner	ISD #194, Teacher Representative	sinn1802@isd194.org
Jason Molesky	ISD #194, Exec. Dir. of Data/Tech.	jason.molesky@isd194.org
John Boche	ISD #194, High School Dean	john.boche@isd194.org
Sharon Krueger	ISD #194, Special Ed. Representative	sharon.krueger@isd194.org

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**PLANNERS
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Absentees (Cont):

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Jacob Whittaker	Community Member	j_whittak@yahoo.com
Luke Hellier	Community Member	lukehellier@gmail.com
Noelle Bartlett	GT Representative	nm.bartlett@hotmail.com
Jane Thompson Rowe	TLAC Representative	jane.rowe@gmail.com
Tom Terry	ENM Representative	tterry@ci.enm.mn.us
Laura Peterson	Schmitt's Transportation	lpeterson@sasbus.com

Discussion Topics:

- A. Thoughts since last meeting?
 1. Capacity levels are exceeding expectations, but buildings are not "busting at the seams."
 - a. Century Middle School is the exception with a capacity of 100%.
 2. Intradistrict open enrollment was discussed.
 - a. If a student lives within the boundary of a school, they are guaranteed a spot.
 - b. Students may open enroll in alternate schools within the District but may be placed on a waiting list.
 - c. Intradistrict open enrollment into Impact Academy was capped in 2016. Moving forward, there is space for additional open enrollment.
 3. Recent security concerns were discussed.
 - a. At District polling sites, security was relaxed and entrance doors were not locked.
 - b. Election Judges were positioned at building entries.
 - c. Alternative strategies include scheduling school around but are not limited to elections and not hosting elections.
- B. The group reviewed enrollment and capacity for all schools in the District from the previous meeting.
 1. Elementary model shows capacity going up.
 2. Middle school model shows capacity remaining steady (+/-).
 3. High school model shows capacity going down.
- C. The group reviewed the educational criteria:
 1. Changing grade structure is not an option.
 - a. A considerable amount of work and discussion has been invested to shift grade structure to a middle school (6-8) and high school (9-12) philosophy. Options should preserve the established grade structure and capacity at the elementary schools should not increase beyond 600-700 student capacity range.
 2. The group has agreed that 600-700 students per elementary school is the ideal capacity.
 3. Wold provided additional grade configuration context with regards to other metro school districts.
 - a. All metro high schools are currently grades nine through twelve with the exception of White Bear Lake High School.
 - b. The majority of grade configuration diversity occurs at the elementary schools and in smaller sized districts.



- c. The group noted that other grade configuration options were previously reviewed by the District and found that the current grade configurations (K-5) and enrollment range (600-700) is ideal.
4. The group discussed early childhood programming.
 - a. If CLEC was reopened as an elementary school, it would displace early childhood that currently uses CLEC.
 - b. The District has historically limited the amount of leased space District programs occupy. Initiating new building leases is not ideal.
 - c. The current E.C. location (CLEC) is centralized and near neighboring cities (Burnsville, Rosemont, etc.).
 - d. The group discussed a new Pre-K – K option.
 - 1) This could be a center based option.
 - 2) This option does not fit the current grade configuration criteria (K-5).
- D. The group reviewed options to address capacity issues.
 1. The group discussed building a new elementary school based on the current criteria.
 - a. Theoretically the earliest opening date for a new elementary would be fall of 2019 if the District decided to move forward with a referendum fall/winter 2016.
 - b. The group discussed the location of a potential new elementary school.
 - 1) The group noted that most of the new housing development is happening in the south of the District.
 - 2) The new location for the school will need to take into consideration the new housing developments and the surrounding cities.
 2. The group discussed the possibility of building a new school and making it a choice school to avoid having to change boundaries of all elementary schools.
 - a. It is likely that with any option, boundary adjustments would be required.
- E. The group agreed that building a new elementary school is the best option to meet capacity issues using the identified criteria.
 1. The group would like the new elementary school to be masterplanned to accommodate a new early childhood facility.
- F. The group reviewed educational issues across the District at all buildings.
 1. Each building was reviewed based on the following: programming, equity, alignment, and expansion issues. Diagrams for each site were referenced and are available to the committee.
 - a. CVE was found to have programming, alignment, and expansion issues.
 - b. CHE was found to have programming, alignment, and expansion issues.
 - c. EVE was found to have programming and alignment issues.
 - d. JFK was found to have programming and alignment issues.
 - e. LME was found to have programming and alignment issues.
 - f. LVE was found to have programming and alignment issues.
 - g. OHE was found to have programming and alignment issues.
 - h. OLE was found to have programming, equity, alignment, and expansion issues.
 - i. CMS was found to have programming, equity, alignment, and expansion issues.
 - j. KMS was found to have programming, equity, alignment, and expansion issues.



- k. MMS was found to have programming, equity, alignment, and expansion issues.
 - l. LNHS was found to have programming, alignment, and expansion issues.
 - m. LSHS was found to have expansion issues.
 - n. ELEC was found to have equity issues.
- G. The group went over site issues across the District at all buildings.
- 1. There are parking and bus loop issues at multiple sites.
 - a. JFK and MMS.
 - b. OHE.
 - c. OLE.
- H. The group discussed issues with the District office.
- 1. District office is undersized and needs an expansion.
 - 2. The group noted all of the District office functions, many of which are spread throughout the District, that would need to be considered if the District office is to be consolidated.
 - a. Teaching and Learning Services.
 - b. Human Resources.
 - c. Special Education.
 - d. Superintendent Office.
 - e. Communications.
 - f. Student Services.
 - g. Business Services:
 - 1) Budget and Finance.
 - 2) Facilities and Plant Planning.
 - 3) Long Term Facilities Planning Committee.
 - 4) Student Nutrition.
 - 5) Transportation and Busing.
 - h. Educational Technology and Data Services.
 - 3. The group mentioned that having one space for all of the District functions is ideal, but is it not a high priority.
- I. Next Meeting December 1, 2016.

cc: Absentees

MF/ISD_194/162043/min/11.9.16