

**Facilities Task Force  
Meeting No. 1  
October 6, 2016  
Chappell Elementary School**

**1. Welcome – Dr. Michelle Langenfeld, Superintendent**

Dr. Langenfeld welcomed the Task Force members and thanked them for volunteering their time to help the District develop a long-range facilities master plan. She shared the Board of Education's charge to the Task Force as well as discussed the importance of facilities to support the District's strategic priorities.

Dr. Langenfeld explained the RFI and RFP process to select Plunkett Raysich Architects for the facilities master planning process.

**2. Review of charge, norms, roles, future meeting agendas, and expected deliverables.**

Facilitator Joe Donovan, Donovan Group, stated the Task Force will operate separately from the School District and School Board. District staff will serve as resources and will not have a vote.

Mr. Donovan shared that he is available to staff the Task Force group and work with co-chairs. He stated the meetings are open to the public.

The Task Force will develop solutions, prioritize the solutions, get feedback through a community survey, finalize the solutions and develop recommendations to be presented to the School Board.

Mr. Donovan reviewed the norms for the Task Force.

Task Force co-chairs were introduced: Tim Weyenberg and Anne Van Ess.

**3. Architect Nick Kent presentation**

Mr. Kent reviewed the general needs and explained the enrollment projections that were conducted by Applied Population Laboratories.

Enrollment projects use several models, none of which show a decrease in students. Important to note that there are many factors that impact enrollment: student mobility, open enrollment, vouchers and migration of students.

Mr. Kent explained that when spaces in a school are used for purposes that they are not intended for, this is an example of exceeding maximum capacity.

**4. Task Force requests for next meeting**

- Information regarding if schools with special program are having success attracting students
- Transportation policy
- Census information regarding income by attendance area

**Facilities Task Force  
Meeting No. 1  
October 6, 2016  
Chappell Elementary School**

- Information from municipal planning departments – growth profiles, TIF projects, etc.
- Definition of what a college, career and community ready student looks like
- Historic boundary changes
- List of schools that can be enlarged
- Ability of another elementary school in inner city
- Mobility and demographic information by schools
- List of schools and principals to set up individual tours

Mr. Weyenberg adjourned the meeting at 7:50 p.m.