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To: Community Planning Group
From: Kaitlin Schalow 
Date: October 30, 2014
Comm. No: 9999
Subject: Independent School District #879
Delano Public Schools
October 23, 2014 Community Planning Group Meeting Minutes

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The Group met to discuss the role and responsibilities of the Community Planning Group.

Discussion Topics:

- A. Introductions.
- B. Objectives and Goals.
 - 1. Shared facilities planning and analysis that has been ongoing to date.
 - a. A facility analysis was done by the District.
 - b. A staff/community survey of facility issues was conducted by the District.
 - c. A facility analysis was conducted by Wold Architects.
 - d. A Demographic study was produced for Delano Schools.
 - 2. Goals: The Group will come to a consensus on a facilities recommendation for the short term (2-5 years) and the long term (5-10 years).
 - 3. The end product of the Community Planning Group is to make a final recommendation to the School Board on the facilities planning for Delano Schools. The Board will consider the Group's recommendation and will determine what the best course of action will be.
- C. Overview of Process.
 - 1. Overview of Meetings:
 - a. Meeting #1 (October 23, 2014): Initial Introductions/Observations
 - b. Meeting #2 (October 30, 2014): Data Review of Facilities and Program Needs
 - c. Meeting #3 (November 13, 2014): Development of Criteria/Needs
 - d. Meeting #4 (November 20, 2014): Preliminary Options
 - e. Meeting #5 (December 4, 2014): Refinement of Options
 - f. Meeting #6 (December 11, 2014): Resolution Consensus
 - g. Presentation to the School Board (December 15, 2014)
- D. Preliminary Discussion.
 - 1. The question was posed to the Group: What are the biggest facility issues? The Group came up with the following list:
 - a. Accessibility Issues at the Community Education Building.
 - b. Class sizes are too big.
 - c. Lunch Room Capacity at the Middle School/High School is too small.
 - d. Security.
 - e. Technology.
 - f. Fields/Courts not available for community use due to high demand.
 - g. Program/Curriculum aspects that are missing: Orchestra, Languages, etc.
 - h. Parking: Daytime and Event.
 - i. Student pick-up and drop-off (needs to be a better system).
 - j. Traffic flow/management.
 - k. Stadium Capacity.
 - l. Facilities are not attractive.
 - 1) This led to the discussion of: What should the Delano aesthetic be?
 - a) Collegiate.
 - b) Functional.
 - c) Not "overdone" (too expensive).
 - d) Welcoming (Open/Good Feeling).
 - e) A feeling of security and safety.
 - m. There should be a greater variety of teaching/learning environments = flexibility.
 - n. There should be more opportunities for interaction with the outdoors.



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- o. Lack of storage.
 - p. There should be a dedicated space for Special Education (not leftover closets etc.).
 - q. Arts- needs space and technology.
 - r. Alignment/collocation of specialists.
 - s. Inadequate Locker Rooms.
 - t. Science Room Inadequacy (safety and lack of 21st century learning).
 - u. Community focus.
 - v. "Sustainable" facilities.
 2. The Group reviewed the summary sheet of a survey done by staff and community members on what they thought Delano facility issues were. The topics aligned with the current discussion.
 3. The Demographic Study conducted for the District was handed out and discussed.
 - a. It is projected that there will be 200-350 more students in the District over the next 10 years.
 4. The Group got into the discussion of options for grade level organization.
 - a. It was stated that current grade level organization is dictated by space issues within the buildings of the District. Currently, the grade levels are grouped as follows: K-4, 5-8, 9-12.
 - b. The Group was in consensus that an 8-12 grade level division was not appropriate. There was also hesitation from the Group over a 7-12 division.
 - c. Members of the Group suggested that a model of four divisions may be okay: K-3, 4-6, 7-8, 9-12.
 - d. Another option could be to have two elementary schools, K-6.
 - e. Group will discuss grade level organization at future meetings.
 - f. The Group would like to see how Districts of comparable sizes divide their schools. Wold to investigate and get back to the Group.
- E. Next Steps
 1. Next Meeting: October 30, 2014 at 6:30 in the High School Media Center. A tour of the High School facilities will begin at 5:30 for those who would like to attend.

cc: Attendees
Absentees

MH/Promo/ISD_879/min/10-23-14