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To: Community Planning Group

From: Vaughn Dierks VD

Date: November 14, 2014

Comm. No: 9999

Subject: Independent School District #879  
Delano Public Schools  
November 13, 2014 Community Planning Group Meeting #3 Minutes

**Attendees:**

- Heather Walberg
- Darrell Egly
- Mitchell Rue
- Mark Schramel
- Adam Steffl
- Ryan Green
- Ben Moonen
- Andrea Quandt
- Ted May
- Misty Link
- Carolyn Kivisto
- Joe Schleper
- Kimberly Harder
- Nick Neaton
- Katie Horeis
- Patricia Osmon
- Jenny Power
- Howard Glas
- Dan Menk
- Linda Althoff
- Becky Schaust
- Joe Vieau
- Maggie Thomas
- Diane Johnson
- Mike Lindquist
- Mary Reeder
- Steve Heil
- Darren Schuler
- Renee Klinkner
- Marty Kittok
- Phil Kern
- Matt Schoen
- Judd Waddholm
- Dale Vander Linden
- Ken Cholk
- Steven Schauburger

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**Absentees**

- Shawn Danielson
- Jason Seurer
- Kaitlin Schalow
- Lynae Schoen

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Minnesota  
Illinois  
Michigan  
Colorado  
Iowa

**Discussion Topics:**

- A. Some members of the group met at 5:30 p.m. at the Media Center of the Middle School for a tour of the Middle School facilities.
- B. Questions from the Last Meeting:
  - 1. A question was asked regarding how the District was currently addressing security.
  - 2. Superintendent Schoen explained how the Elementary entrance was revised, more doors were fobbed and all doors except the main front door are locked.
  - 3. Each building office has an "emergency button" to allow immediate locking of front doors.
- C. The meeting resumed from the point of the last meeting.
  - 1. The Committee was broken into small groups of six (6) +/-.
  - 2. Groups were to discuss what they felt were the top five (5) highest priorities, as well as anything that might be perceived as a lower priority now.
- D. Small Group Report back to the whole Committee:
  - 1. Group 1:
    - a. Addressing Capacity / Space Issues.
    - b. Security – in particular secure entries.
    - c. Athletic and Arts / Performance facilities.
      - 1) New Auditorium.
      - 2) Better / more music space.
      - 3) Stadium improvements.
      - 4) Provide "something for all".
    - d. Physical condition of high school.
    - e. Community Education - maintaining a dedicated space for programming as a separate entity from the K-12 functions (good ownership for the community).
  - 2. Group 2:
    - a. Physical issues (in particular exterior ones) along with addressing safety and security.
    - b. Addressing Programming needs at K-12 (including core areas):
      - 1) DES: Cafeteria, library, gymnasium, lost flex spaces.
      - 2) DMS/High School: personalized learning spaces, high school science rooms, music area crowding.
    - c. Athletic / Activities space needs:
      - 1) The pool was noted in particular.
    - d. Special Education and Community Education integration.
      - 1) Location of ECSE.
      - 2) Addressing the functional needs of Special Education throughout District.
      - 3) Making sure there is enough space.
    - e. A single / unified campus was important.
    - f. The group noted that capacity might not be the driver for needs, but rather the quality / type of space(s).
  - 3. Group 3:
    - a. Addressing space and functionality (programming) needs at all buildings.
      - 1) Cafeteria size at both buildings.
      - 2) Quantity of high school science / quality of all science rooms.
      - 3) Performance space – in particular a new auditorium.
      - 4) Flexible and personalized learning spaces throughout the District.



(Group 3 continued)

- b. Technology – make sure it is not an afterthought.
  - 1) Consider WI-FI and mobility as opposed to all hard-wired.
  - 2) Make sure there are enough staff to work with technology issues.
- c. Single campus was important.
  - 1) Look at how grade distribution works – more important to focus on development and curriculum than a fixed grade organization.
- d. Security of building and grounds.
  - 1) Focus on the entries, especially HS and TAC.
- e. New Performing Arts Auditorium (viewed as important for the Community).

4. Group 4:

- a. More space across the district (capacity).
- b. Security of all in every building.
- c. Activities - Athletics and Performing Arts:
  - 1) New Auditorium
  - 2) Stadium improvements – turf fields.
- d. Maintaining a single campus - draws community together.
- e. More storage.
- f. Aesthetics appropriate for Delano - should look nice but also be:
  - 3) Functional.
  - 4) Modest.
  - 5) Conservative.
  - 6) Multi-purpose.
  - 7) Efficient.
- g. Special Education needs to be more specialized and centralized to be more efficient.

5. Group 5:

- a. Maintaining the physical envelope of the building.
  - 1) Building a good maintenance plan for the District.
- b. Staying ahead of technology needs.
- c. Instructional programs:
  - 1) Fewer general classroom spaces – more flexible/functional/multi-purpose rooms and specialty hands-on areas.
  - 2) Better visual and performing arts areas.
  - 3) Better science and technical space.
  - 4) 21st century space (vs. outdated ones).
- d. Security of all areas.
- e. Core spaces are too taxed:
  - 1) Cafeterias.
  - 2) Gyms.
  - 3) Hallways.
  - 4) Locker rooms.
  - 5) Music.
- f. Single campus is a value - people like knowing where their kids are; it is the hub of the community.

E. Large Group discussion on common themes / criteria:

- 1. Security was on every list. What needs to be determined is the level of security.
  - a. Is there an MASA or MSBA recommended security standard? No – varies by District.
  - b. Wold reviewed common approaches in other Districts.

2. Single Campus was on four of five lists as critical.
  - a. This would limit the potential options.
  - b. Single campus does not mean contiguous – no roads, but rather adjacent spaces.
  - c. After much discussion it was agreed that to try to preserve a single campus would be great, but it should not be a limiting factor in developing potential options.
3. New Performing Arts space – in particular a New Auditorium.
  - a. Should it be connected to a school, or could it be stand alone?
  - b. This would be less efficient for both construction and operation
  - c. The group felt there was an important educational component that would be lost if it was in a different building.
  - d. There was consensus that it should be used for different purposes during the day. It was noted that a new auditorium would actually free up use in the existing one and make that more available during the school day as well.
4. Addressing programming issues was consistent, including:
  - a. Cafeteria space – size relative to capacity.
  - b. Science rooms – both quantity and quality.
  - c. Music suite needs to be expanded.
  - d. Flexible Space – recapture at elementary and expand at middle school and especially at high school.
  - e. Accessibility for all buildings (this will happen as a matter of process, however it needs to be pointed out when discussing the need).
  - f. Special Education spaces need to be centralized where appropriate for improved efficiency, and improved overall for better instructional care.
5. Athletics / Activities:
  - a. In general, more space is needed (Wold to work with District in quantifying).
  - b. Can the facilities hold up to the amount of use?
    - 1) This is both an interior and exterior concern.
    - 2) Natural turf never gets time to rest due to continuous use.
    - 3) Facility use by school, associations, community – it is in constant use.
  - c. Space for adult opportunities for activity is important – must be a community benefit in the approach.
  - d. Flexible space – does not all need to be basketball courts.
  - e. Stadium needs are still an issue.
6. Capacity of buildings:
  - a. Need to get to a point that there is opportunity for flexible learning to occur.
  - b. Core areas need to be sized appropriately.
- F. Additional discussion:
  1. There were some items that did not show up on any group's lists, but were common discussion items, and therefore added to the lists:
    - a. Improved traffic flow and parking – especially as the idea of single campus is explored.
    - b. Overall – no option **should make a new problem or make an existing problem worse.**
    - c. Accessibility needs to be a noted item.
    - d. Any option will need to be affordable / realistic (definition of this will need to occur).
  2. There has been on-going talk about the Arena. The group felt that the Arena plans, even though they may be separate, should be part of the discussion to make sure there are not conflicts, etc.
  3. A request was made to have the Principals provide information on how many additional classrooms of different subjects / types they believe they need. For example, one additional music room, etc.



G. Next Steps:

1. Wold will work on formatting the group's discussion and comments into Criteria and Need statements.
  - a. These will be reviewed at each meeting.
  - b. These can be changed, modified, etc.
  - c. It is important that the criteria is accurate as it will guide the options and subsequent evaluation
2. Prioritization of the needs will become an important next step for the Committee as the options and estimates develop.
3. Committee should continue to discuss the meetings with others in the community to gain a wider perspective and bring those discussions to the Committee meetings.

**Next Meeting: November 20, 2014 at 6:30 p.m.-8:30 p.m.\* at the Elementary School.**

**\*Members of the Group can meet at 5:30pm at the Elementary School Inside the main entry for a tour of the facilities.**

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