

Facility Planning Task Force Kickoff Meeting

February 12, 2019

6pm - 8pm

Central Admin Office, Board Room

6:00 - The meeting started on time and all Task Force Members were present. Additional guests included; Board members Kathryn Wilson and Glen Allgaier; District Staff; Dan Scott, Mark Hansen, Kristin Sobicinski and Chris Thompson; and Elm Grove Community Liaison George Haas.

Board President Kathryn Wilson welcomed the task force members, thanked them for their service to our students and our community. Superintendent Mark Hansen followed with challenges to think big, consider the viewpoints of all stakeholders, and don't choose the easy path. Dr. Hansen also introduced the Task Force Co-Chairs, Board Member Scott Wheeler and Brookfield Central Parent, Stephen Taipala.

6:10 - Chris Thompson, task force facilitator, led the group through the agenda, objectives, task force purpose and reporting requirements, timeline, and group norms. Co-Chair Scott Wheeler reviewed Board requirements including the concept of identifying triggers and responses (if enrollment reaches x, then "how should we take action") as a logical way to approach the work. Steve Taipala gave some history on the Enrollment Balancing Task Force's work in 2016, and how it connected to the Facility Planning work today.

6:25 - Chris led the group through an introduction activity, where task force members were moving and greeting several people throughout.

6:35 - Kristin Sobicinski introduced herself to the group and prompted task force members to do a gallery walk of the Facility Profiles, capturing interesting information and questions. Several questions related to the property valuation, which was recently completed by Colliers (District listing agent). Valuation assumes the site will not be used as a school and would require demolition, before setting as residential or commercial real estate. This makes for relatively low valuation numbers, other than Swanson Elementary which would be valuable commercial real estate. Questions about the relationship between the constraints of each building and capacity (e.g. Swanson cafeteria constraint requiring an additional gymnasium/cafeteria to be built in 2015) were also discussed.

7:10 - Chris Thompson presented the District's current enrollment projections, focusing on elementary schools. Projections are determined using birth rate data, the rate at which families move into the community between birth and kindergarten (Birth to KG Ratio), the rate at which families move in with students at grades other than KG (grade progression ratio), and housing turnover. All elementary schools are expected to increase in enrollment over the next five years, with Tonawanda projected to reach capacity by the year 2023. Many enrollment terms were discussed; sections (one class at elementary), enrollment capacity (represented as 90% of total

school capacity), and market share (% of students who choose to attend the Elmbrook Schools out of all K-12 eligible student residents). Several task force members noted the impact of the economy, accuracy of past projections, and corporate growth in southeastern Wisconsin on our community. For the foreseeable future, the middle and high schools are not projected to reach capacity and will require less attention by the task force.

7:50 - Chris Thompson wrapped up the evening by restating the objectives of the evening, and facilitating an activity where task force members developed their talking points regarding facility profiles and enrollment projections. Several questions were identified to be addressed by the time of our next meeting and are listed below.

8:00pm - The task force kickoff meeting concluded.

Resources used for the meeting - All resources for the meeting can be found on the District's [public website](http://www.elmbrookschoools.org) dedicated to the work of the Task Force (www.elmbrookschoools.org - Community - Facility Planning Task Force).

Objectives for the Meeting

1. I know the scope of work the task force is being asked to consider, and I can identify the critical success factors.
2. I can communicate the expectations of task force members.
3. I have an understanding of the District's facilities and properties, and know where to find a summary overview of each of them.
4. I understand how the enrollment projections could impact our facility needs.

Agenda:

- 6:00 - 6:10: District Welcome and Introduction of Task Force Chairpeople & Facilitator
- 6:10 - 6:25 - Task Force Scope of Work, Critical Success Factors, and Timeline
- 6:25 - 6:40 - Group Introductions
- 6:40 - 7:10 - Facility Inventory Gallery Walk
- 7:10 - 7:50 - Enrollment Study and History
- 7:50 - 8:00 - Questions, review objectives, and wrap-up

Support Materials

- Task Force Member Roster - District Staff Contact Info
- Task Force Meeting #1 Presentation
- District Facility Profiles
- District Boundary Map
- Enrollment Balancing Executive Overview

Questions during the meeting that will be responded to before the next meeting:

Pre-School Program at Burleigh

Please provide the enrollment history from the beginning, and also, how many sections in the morning, and how many in the afternoon at Burleigh.

Imperial Park

Has the Board/Administration had any substantive conversations about the long term value/use of Imperial Park in terms of the District having any development/building/activity there? When does the current lease to the City expire, and is the valuation of the land that was presented last night a recent one? I will want to explore the issue of whether or not this parcel has any viable long term use to the District.

Fairview South (FVS)

Enrollment at FVS is listed at 18. Is this RESIDENT students, or TOTAL students. If resident only, what is the total number of students?

District Budget

What is Elmbrook's net operating cost of FVS, after the participation of other Districts is taken into account. An estimate or ballpark number is fine; please don't spend a lot of time on this.

I would like to better understand the sources of Elmbrook's Budget. Effect of property taxes? Financial contribution of Elm Grove versus Brookfield? Other useful budget information?

Facilities

Please confirm that the capacity numbers listed on each of the individual school sheets are 90% of actual total capacity.

Non-Resident Students

I believe the last year that the Board began accepting additional Chapter 220 and O.E. students was in the 2011-12 year - can you confirm this?

I am assuming that there are virtually no non-resident students in the elementary schools - please confirm the actual number, however minimal it might be.

Please confirm the current number of non-resident students at each of the two MS's and HS's. After topping out at about 13% non-resident enrollment, I believe as a District we are now below 5%, with that number due to continue falling as resident enrollment grows, and non-resident students graduate or leave for other reasons.

Curriculum Changes

Afterward, I wondered to what extent curriculum changes may have on the facility needs at the elementary level? I suspect not as much as at the secondary levels. If there will be elementary level effects, we will need to know the projected curriculum changes.

Enrollment Projections

Do we know the percentage of families who move in that only have high school students?

Do you gather data on home expansion (i.e. taking a small house and making it bigger to accommodate a larger family?) - This is happening in Elm Grove.

It would be helpful to know - information related to the cost of housing in tract areas (e.g. if housing cost is high in the Hillside Tract), then most likely new birth rate - young couples may not move there due to the high cost of housing until after giving birth or jobs are established. Do we know market value of housing by tract?

Can we overlay the model over the actuals (capacity utilization) to show how accurate the model is? (e.g. test the model) What has been the accuracy of the projections over time?