

Meeting 2

**Date:** December 19, 2019

**Time:** 4:30 – 6:30 p.m.

**Location:** Lake Washington High School

**Address:** 12033 NE 80th St, Kirkland, WA 98033

Agenda

Time	Topic	Purpose	Lead
4:30 – 4:40 p.m.	Welcome and introductions	<ul style="list-style-type: none"> <li>• Introductions</li> <li>• Meeting overview</li> </ul>	Penny Mabie, EnviroIssues facilitator
4:40 – 5:10 p.m.	Capacity/enrollment challenges	<ul style="list-style-type: none"> <li>• Overview of methodology</li> <li>• Comparison of past projections and current data</li> <li>• Capacity needs based on current data and projections</li> <li>• Review of Task Force Recommendation A and District's response</li> </ul>	Barbara Posthumus, Associate Superintendent
5:10 – 5:25 p.m.	Aging facilities	<ul style="list-style-type: none"> <li>• Overview of buildings assessment process</li> <li>• Conditions report</li> <li>• Questions and discussion</li> </ul>	Brian Buck, Director of Support Services
5:25 – 5:50 p.m.	Portables and Property	<ul style="list-style-type: none"> <li>• Overview of current inventory</li> <li>• Additional capacity for portables/ building additions</li> <li>• Inventory of vacant and underdeveloped properties</li> <li>• Review of Task Force Recommendation A-4, B and G and District's response</li> <li>• Questions and discussion</li> </ul>	Brian Buck
<b>S-t-r-e-t-c-h B-r-e-a-k!</b>			
5:55 – 6:25 p.m.	Recommendations discussion	<ul style="list-style-type: none"> <li>• Discuss Task Force recommendations on Enrollment and Capacity,</li> </ul>	Penny Mabie

		Building Assessment Program and Build in Best Locations <ul style="list-style-type: none"> <li>• Discuss and validate Task Force recommendations</li> </ul>	
<b>6:25 – 6:30 p.m.</b>	<b>Wrap up</b>	<ul style="list-style-type: none"> <li>• Review action items</li> <li>• Next meeting, January 16 at</li> </ul>	Penny Mabie

**Facility Tour:** Optional tour of Lake Washington High School, 6:30 – 7:00 p.m.

### Ground Rules

- Start / end on time
- Silence electronics
- Ask questions of each other for the purposes of gaining clarity and understanding
- Express yourself in terms of your needs and interests and the outcomes you wish to achieve
- Listen respectfully, and sincerely try to understand the other person's needs and interests
- Demonstrate curiosity and willingness to learn

### Acronyms

FAC – Facilities Advisory Committee  
 LWSD – Lake Washington School District  
 LTFTF – Long-term Facilities Task Force  
 BAC – Bond Advisory Committee  
 CFP – Capital Facilities Plan