Enrollment and Capacity Management Advisory Committee (ECMAC)

Orientation Meeting

September 20, 2021
Introduction- Get to know each other

3 Questions:

1) What is your role with the district? If you are a parent, what school(s) do your children attend?

2) Why did you choose to be on ECMAC?

3) What is a favorite family event from the summer?
Meeting Logistics

✓ Virtual Meeting Reminders
✓ Email reminders & updates
✓ Access to materials – Google Drive
✓ Attendance is important
Meeting Agenda, Purpose and Outcomes

Enrollment and Capacity Management Advisory Committee
Orientation & Meeting Agenda
September 20, 2021  6:30 PM – 8:30 PM
Virtual
Facilitator: John Morstad

The purpose of the Enrollment and Capacity Management Advisory Committee (ECMAC) is to increase community trust in long-range planning for enrollment and building use. The ECMAC will analyze information affecting enrollment, capacity, and building use, and generate observations and recommendations to be communicated to district administration.

In order to facilitate our work together, we agree to the following protocols:

- represent the work of the ECMAC when communicating with others
- share concerns directly with the person involved if a communication or relationship breakdown occurs
- listen for understanding and contribute individual perspectives and interests openly
- fully engage in the ECMAC work
- begin and end on time unless we agree to revise

Outcomes: As a result of our meeting tonight, ECMAC members will:

1. get to know each other and begin to create a sense of cohesion and trust as a group
2. deepen their understanding of the Enrollment and Capacity Management Framework and ECMAC member's role
3. review previous year's ECMAC work
4. be informed about the ECMAC meeting plan

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Role Descriptions

Facilitator

Recorder

Reporter

Participant
Role Descriptions

**Facilitator**
- keep the team focused on the assignment
- ensure that all voices are heard
- confirm task closure

**Recorder**
- record table team work as agreed to by table participants
- write legibly avoiding acronyms where possible

**Reporter**
- report the table team’s work as recorded
- add contextual commentary as necessary for understanding

**Earnest Participant**
- focus on the assignment
- avoid side conversations
- record side questions for the entire task force (end of meeting)
ECMAC FRAMEWORK/ROLE
Mission

Our mission is to inspire and prepare all students with the confidence, courage, and competence to achieve their dreams; contribute to community; and engage in a lifetime of learning.

Strategic Objectives

By 2015, all students will—

● articulate, plan for, and progress toward their evolving dreams;
● choose to contribute to community in a mutually meaningful way; and
● demonstrate initiative and persistence to continually learn and achieve which is important to them.

Strategies

We will—

● create transformational system change to ensure equitable student achievement.
● develop understanding and support of our district’s mission and core values among members of our community.
● engage students and families as partners to achieve our mission and strategic objectives.
● leverage and align the talents of our employees and the assets of our system to achieve our mission and strategic objectives.

Our Core Values

We believe that—

● lifelong learning is essential for the individual and community to thrive;
● everyone has equal intrinsic value;
● trust is essential to sustaining successful relationships and to achieving results;
● better decisions emerge when diverse perspectives are intentionally included in a collaborative process;
● everyone benefits when cultural differences are acknowledged and understood, and individuals are treated respectfully and equitably, and
● everyone can learn more.

Osseo Area Schools

ISD 279
Framework

ENROLLMENT & CAPACITY MANAGEMENT FRAMEWORK
Purpose: To increase community trust in Osseo Area Schools through engagement in long-range planning for enrollment and building use.

- Collect Qualitative and Quantitative Data
  To ensure comprehensive analysis

- Analyze Data
  To make observations and recommendations

Guiding Principles
Observations and recommendations will:
- Be concise and informed by data
- Align with district racial equity work
- Be sustainable
- Identify and examine the implications for all students
- Identify potential costs and consider funding strategies
- Be made with as much advance notice as possible when change is recommended

- Integrate with Strategic Priorities & Long Range Financial Planning
  To operationalize the work

- Community Engagement
  To ensure successful change management and input on decisions

- Communication and Feedback via Staff / Superintendent
  To inform community, staff, and other stakeholders

- Generate Observations and Recommendations
  To provide information to the administration and school board

Prepared for 2.22.16 Enrollment & Capacity Management Task Force Meeting
ENROLLMENT & CAPACITY MANAGEMENT FRAMEWORK

Purpose: To increase community trust in Osseo Area Schools through engagement in long-range planning for enrollment and building use.
ENROLLMENT & CAPACITY MANAGEMENT FRAMEWORK

Purpose: To increase community trust in school data through engagement in long range planning for enrollment and building use.

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Building Principles:
- Envision and articulate the vision
- Be inclusive and collaborative
- Be feasible and doable
- Be sustainable
- Be flexible and adaptable
- Be evidence-based and data-driven
- Be accessible and understandable
- Be clear and comprehensive

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ENROLLMENT & CAPACITY MANAGEMENT FRAMEWORK
Purpose: To increase community trust in Osseo Area Schools through engagement in long-range planning for enrollment and building use

Denotes role of school board, superintendent, administration.

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To ensure comprehensive analysis

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ECMAC Role Summary

- Analyze data; make observations/recommendations as it relates to Enrollment/Capacity
- School District versus District of Schools
- Flexibility as other district work intersects with ECMAC work
- ECMAC is an Advisory Committee
IAP2 Spectrum

of Public Participation

Increasing Level of Public Impact

Inform
To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

Consult
To obtain public feedback on analysis, alternatives and/or decisions.

Involve
To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.

Collaborate
To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.

Empower
To place final decision-making in the hands of the public.

Public participation goal

Promise to the public

We will keep you informed.
We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.
We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.
We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.
We will implement what you decide.

Example techniques
- Fact sheets
- Web sites
- Open houses
- Public comment
- Focus groups
- Surveys
- Public meetings
- Workshops
- Deliberative polling
- Citizen advisory committees
- Consensus-building
- Participatory decision-making
- Citizen juries
- Ballots
- Delegated decision

© 2007 International Association for Public Participation

For Use at 9/16/2019 ECMAC Meeting
General Conversation – ECMAC Role
ENROLLMENT & CAPACITY MANAGEMENT FRAMEWORK

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Denotes role of Enrollment & Capacity Management Advisory Committee.
ECMAC SUMMARY OF PROGRESS REPORT
Enrollment and Capacity Management Advisory Committee (ECMAC)

2020-2021 Year-End Summary

Overview
The Enrollment and Capacity Management Advisory Committee (ECMAC) met five times during the 2020/2021 school year to continue to work on making observations and recommendations about enrollment and capacity related items. Because of the COVID-19 pandemic that began in March of 2020, the ECMAC group met virtually for each of the five meetings. This document is intended to summarize the work that occurred during this year, as well as to articulate the observations that were made, and any recommendations submitted to the superintendent for further consideration.

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ECMAC Background
With the intent of increasing transparency and communication between Osseo Area Schools and the communities it serves, a task force of parents, school district staff, and community members was assembled in 2015 to create a framework to identify, analyze, and communicate issues related to enrollment and facility management and use.

After an 18-month study of the elements that affect facility use, the task force recommended the district adopt the framework illustrated in the figure to the right as well as to Appendix A. Integral elements of the framework are:
ECMAC observations (elementary)

- Elementary enrollment was down 6.2% overall. Sites with the largest decreases include:
  - Basswood (-12.9%)
  - Rice Lake (-12.2%)
  - Elm Creek (-11.9%)
  - Park Brook (-11.5%)

- **Rice Lake**: Addition is under construction and should be available in January of 2022

- **Fernbrook**: expected to be over capacity within 5-year projection with expected new housing growth factored in

- **Garden City**: Projected to be 2.6% over capacity in five years
ECMAC observations (Middle School)

- **Osseo Middle**: Only building over projections (+0.9%)
- **North View Middle**: Under projections (-6.43%)
- **Maple Grove Middle**: Under projections (-4.21%)
- **Brooklyn Middle**: Under projections (-3.2%)
- **All Middle Schools**:
  - Based on current enrollment, none of the middle schools are over capacity
  - All are projected to be at least 13% under capacity in five years
ECMAC observations (Senior High)

► Maple Grove Senior High: Over projections (0.89%). Currently over capacity for classrooms and cafeteria

► Osseo Senior High: Over projections (2.1%); Over capacity for cafeteria

► Park Center Senior High: Under projections (-6.0%); Over capacity in Media Center based on MDE guidelines

► All three comprehensive senior high schools: projected to be over capacity for cafeteria space per MDE guidelines
ECMAC questions

- How do the base assumptions reflect current and future unique building needs?
- How will under-capacity schools be addressed?
- What will career/tech ed look like in the future and how might that affect capacity?
- How will media center spaces be used in buildings and how might that affect capacity?
Options considered

**Elementary**
► New elementary school with boundary change (voter approval only)

**Secondary**
► Addition at Maple Grove Senior High for enrollment
► Increase cafeteria space at all 3 comprehensive senior high schools
► Increase media center space at Park Center Senior High (voter approval only)
ECMAC recommendations

► Have staff continue to work with the City of Maple Grove to better understand the timing of the future housing development, specifically the new Evanswood development in NW Maple Grove in the attendance area served by
  ► Fernbrook Elementary
  ► Osseo Middle School
  ► Maple Grove Senior High

► Within the framework of the Building a Better Future process, have staff identify potential options to address under-capacity conditions in schools across the district, particularly at the following schools:
  ► Crest View
  ► Fair Oaks
  ► North View Middle
ECMAC recommendations (Cont.)

► Have staff reassess the previous recommendation from ECMAC to address over-capacity conditions at:
  ► Fernbrook Elementary
  ► Maple Grove Senior (classroom and cafeteria spaces)
  ► Osseo Senior (cafeteria space)
  ► Park Center Senior (media center and cafeteria spaces)

► ECMAC requests that information related to the impact that the broader Building a Better Future process may have on enrollment and capacity at each building in the district be shared with the committee when they reconvene in September 2021.
BUILDING A BETTER FUTURE
Further Steps needed
– Furniture Study Group
– Next Generation Learning Space Audits
  • Elementary complete
  • Secondary in process

Covid slowed the Oversight Task Force
– Still waiting on reports from other study groups to move forward
► Continued study of elementary and secondary next generation learning spaces, as well as other facility needs across the district.

► Renewal requests for the operating levy and capital projects levy for November 2022 while continuing to monitor the impact of COVID-19.

► Possible bond referendum in November of 2023
CHECK OUT AND NEXT STEPS