

School Capacity and Utilization Task Force

June 8, 20 23

School Capacity & Utilization Task Force

Meeting #1

June 8, 2023, 5-6 p.m.

Karshner Center – 309 4th St NE Puyallup, WA 98372



Welcome/Introduction (30 min.)

- Staff Member Introductions
 - Name, position and where you work in the district
- Community Member Introductions
 - Name, Schools and/or Region with which you are most familiar
 - Why serving on the Task Force is important to you.
- Show Member Representation Map

Review Charter and Operating Norms (10 min.)

Dot Exercise (15 min.)

- Place one dot indicating your answer to each question:
 - How long have you been a part of the Puyallup School District?
 - How many school buildings have you visited in the last year?
 - How many Puyallup SD committees have you served in previously?
 - How many breaks do you need in a 2-hour meeting?
 - How well do you understand the mission of the Task Force?

Closing/Homework for the Summer (5 min.)

- Accept future meeting invites on your calendar.
- School Capacity and Utilization Task Force Website

Next Meeting

Meeting #2

September 28, 2023

Karshner Center – 309 4th St NE, Puyallup, WA 98372

WELCOME / INTRODUCTIONS

Staff Member Introductions (20 -seconds)

- Name, position and where you work in the district

Community Member Introductions (One-minute)

- Name, Schools and/or Region with which you are most familiar.
- Why serving on the Task Force is important to you.

SCHOOL CAPACITY & UTILIZATION TASK FORCE MEMBERSHIP



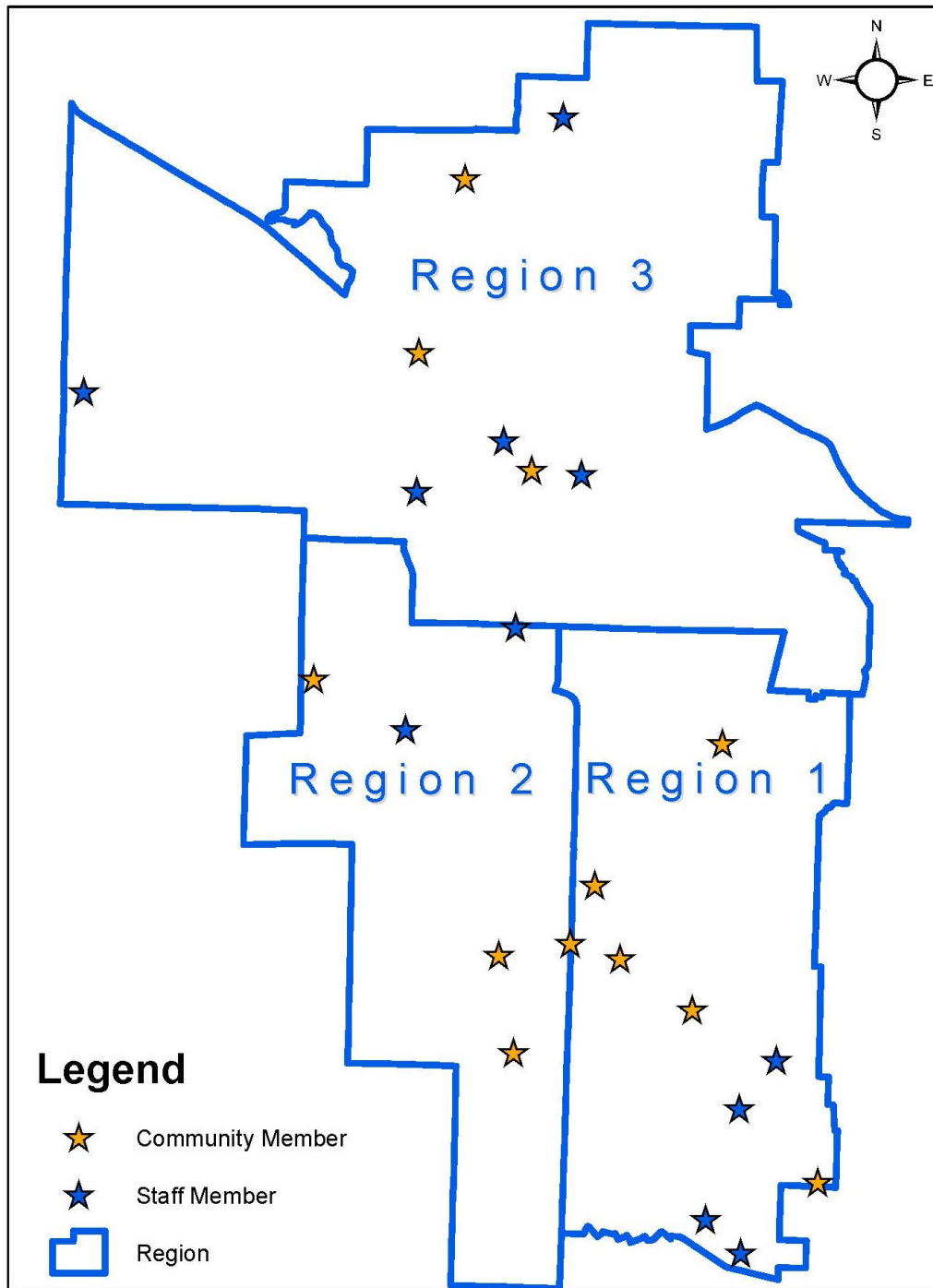
MEMBERSHIP

Community (15)

- Nine Community Members (Three from Regions 1, 2, & 3)
- Four High School Students
- Two Puyallup PTA Council representatives

Staff (15)

- 15 Staff Members, including Five Principals (3 Elem, JH, and HS) and Two Puyallup Education Association Representatives



CHARTER

The **School Capacity and Utilization Task Force** is commissioned by the Board of Directors for the purpose of developing and evaluating recommendations to support the interim housing of students in the PreK-12th grade settings of the Puyallup School District until a future capital levy and/or bond program is funded and constructed.

SCOPE OF WORK

The committee is advisory to the Board of Directors and will consider the following:

- Information developed by the Citizens Facilities Advisory Committee and Capital Facilities Plan
- Current enrollment projections and demographic reports
- School boundary analysis
- Building capacity analysis, including school facility expansion potential (vis a vis portables)
- Location of district-wide programs
- Residential housing outside of the school district boundary with potential impacts to district facilities
- Student transfer/waiver management
- Alternative housing strategies (scheduling)
- Alternative grade configuration delivery models
- Transportation cost analysis
- Equipment and technology
- Budget analysis (capital and general funds)
- Outside force analysis (economic climate, etc.)
- Community resource and alternative housing options
- Building condition analysis and future building sustainability

OPERATING PROCEDURES

- **MEETINGS** Regular meetings twice a month, or as determined by the steering committee. A pause in the meeting schedule will be honored during school vacation times.
- **ATTENDANCE:** Content and discussion from one meeting provides a foundation for future meetings. Accordingly, regular attendance is critical for the efficient functioning of the committee. After three absences within a school year, the steering committee may take action to seek a replacement.
- **AGENDAS AND MINUTES** Agendas will be set mutually by the steering committee and distributed to members at least two days in advance of the meeting with the previous meeting minutes included.
- **CONSENSUS** will be sought when developing reports and recommendations for the Board of Directors' consideration. If consensus cannot be achieved, both a majority and minority report will be presented to the Board of Directors as a part of the reporting.

MEETING DATES

- September 28, 2023
- October 12, 2023
- October 26, 2023
- November 8, 2023
- November 30, 2023
- December 14, 2023
- January 11, 2024
- January 25, 2024
- February 8, 2024
- February 22, 2024
- March 14, 2024
- March 28, 2024
- April 18, 2024
- April 25, 2024
- May 9, 2024
- May 22, 2024

MEETING LOCATIONS

**Karshner Museum and Center
for Culture and Arts**

309 4TH ST. NE, PUYALLUP, WA 98372

Kessler Center

302 2ND ST. SE, PUYALLUP, WA 98372

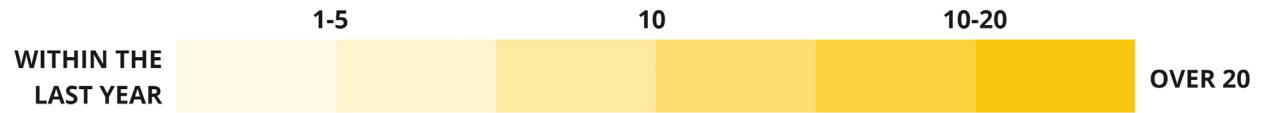
MEETING NORMS

- **Come with an open mind.** Be prepared to learn and evolve your thinking with each other. This will take strong listening, full engagement, thoughtfulness, and constructive feedback/questions.
- **Respect the rights, differences, and dignity of others.**
- **Engage fully with honesty and integrity.**
- **Preserve this as a safe space for open, honest discussion.** During the program, you may engage in discussions where you share personal and professional information to deepen your learning experience. When confidential information is shared, we expect you will not share it with anyone who is not present in that discussion or is outside the program.
- **Keep an infectious sense of possibility of what we can accomplish.**

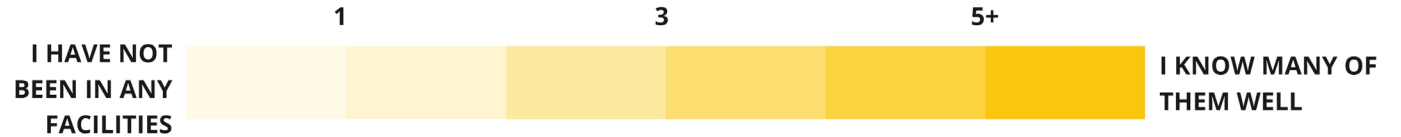
A photograph of three students sitting at a table, focused on writing on papers. The image is dimmed with a blue overlay. The student in the center is a young woman with her hair in a bun, wearing a dark jacket. The student on the right is a young man with dark hair, wearing a white shirt. The student on the left is partially visible, wearing a dark jacket. In the background, there are posters on a wall, one of which has the words 'Work Day' visible. The overall scene depicts a collaborative learning environment.

“Dot Exercise” Table Collaboration

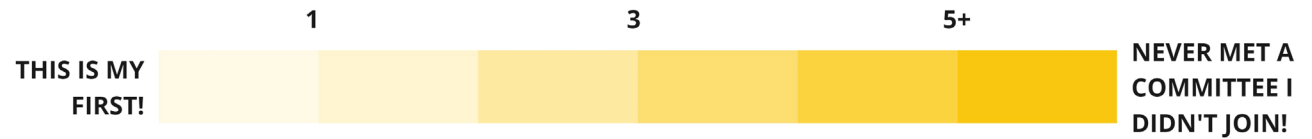
How many years have you been a part of Puyallup School District?



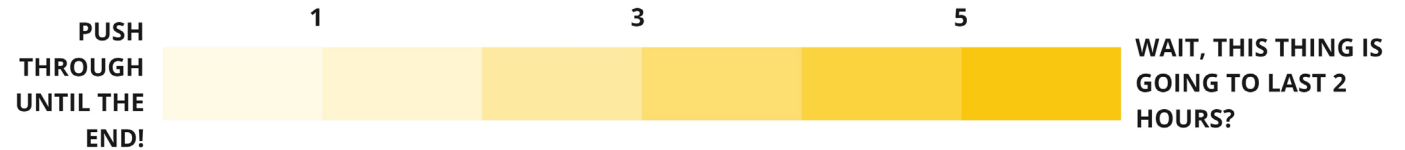
How many school buildings have you visited in the last year?



How many Puyallup SD committees have you served in previously?



How many breaks do you need in a 2-hour meeting?



Rate your level of understanding of the Task Force mission?



CLOSING

Homework:

- Accept future meeting invites on your calendar.
- Visit the School Capacity and Utilization Task Force website and check out the web links.



Have a Rad(cal) Summer!

Next Meeting

Meeting #2

September 28, 2023

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Questions?

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