

**2024 Facilities Task Force
Report To The School Board
December 19, 2024**

At the February 22, 2024, School Board Study Session, the School Board authorized the formation of a Facilities Task Force to review all District facilities to ascertain if there were additional facilities needs that would be beneficial to the education of students over the next several decades.

The decision to commission the Facilities Task Force was grounded in the fact that the District has not run a building bond referendum in nearly three decades, while growing in enrollment by 45% during that time period and accommodating that growth with incremental additions, internal renovations, and site improvements necessary to successfully accommodate those students and provide high-quality educational programs for those students.

In addition, one of the Minnetonka School Board's goals for the school district is to ensure excellence in leadership and organizational support. Ensure that District facilities meet the current and future needs of students is a component of this goal. To this end, School Board created the Facilities Task Force.

The District sought applications from individuals across the District to serve on the Facilities Task Force. The goal was to have the membership of the Facilities Task Force that was representative of the District as a whole. Applications were reviewed and the final disposition of the Facilities Task Force membership included individuals with students at every level K-12, open-enrolled families, and resident community members with no students enrolled in the District.

In late March, as part of the establishment of the Facilities Task Force, the District surveyed all teachers and staff in the District regarding their thoughts on the facilities needs of the District. The results of this survey were shared with building principals and administrators and incorporated into the presentation at each building.

Commencing on April 15, 2024, a series of fifteen Facilities Task Force meeting were held where the Facilities Task Force was presented with pertinent facilities-related information related to the overall District and individual school sites, with tours of K-12 and Community Education facilities.

With this accumulated information, the Facilities Task Force was able to evaluate the data and develop the recommendations to the School Board contained herein.

Background

On April 23, 1996, the voters of Minnetonka Independent School District 276 (the District) approved the issuance of \$33,000,000 in General Obligation Bonds for the construction of science classrooms, a computer lab and cafeteria expansion at Minnetonka Middle School West and additional classrooms, a new media center, cafeteria expansion and the West Gym and black box at Minnetonka High School.

These additions were needed to house the projected enrollment peak which topped out at that time with 7,782 students in Fiscal Year 2020.

The referendum passed by a vote of 5,075 Yes to 4,772 No, which was a percentage of 51.5% Yes to 48.5% No.

There have been no General Obligation Building Bond elections in Minnetonka Independent School District 276 since April 23, 1996.

In subsequent years, the District experienced mildly declining enrollment to 7,629 students and had an accompanying series of budget reductions to the General Operating Fund. The School Board adopted a strategy to attract students via open enrollment to gain economies of scale and provide additional revenues to resident students.

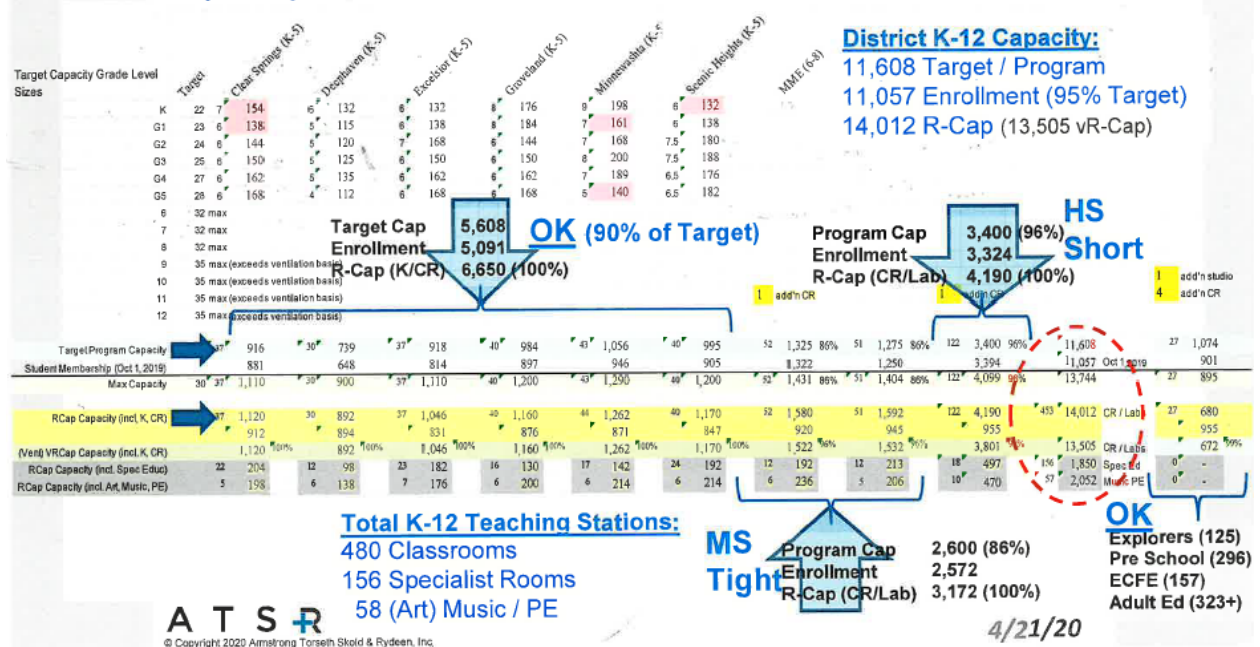
With the implementation of Spanish and Chinese Immersion at all elementary schools in the fall of 2007, open enrollment in the District started to accelerate, growing to 7,940 in Fiscal Year 2008 with continued growth projected in subsequent years.

With the additions funded by the April 23, 1996, Bond issue, the District had capacity for approximately 8,300 students. Without additional facility capacity, the District would reach capacity by Fiscal Year 2010, which would have the effect of turning off the flow of additional revenue and trigger a resumption of annual budget reductions in the General Operating Fund.

Rather than go down that path, from 2008 through 2024, the School Board approved a series of capacity improvements totaling \$102,355,000 that provide space for additional students and allowed the virtuous cycle of additional revenue to enhance learning opportunities for all students to continue.

The \$102,355,000 in capacity improvements resulted in the District having the ability to house a targeted capacity of 11,608 K-12 students, with a maximum capacity of 13,744 students, as calculated in a building capacity study conducted by ATSR Architects for the School Board in 2020.

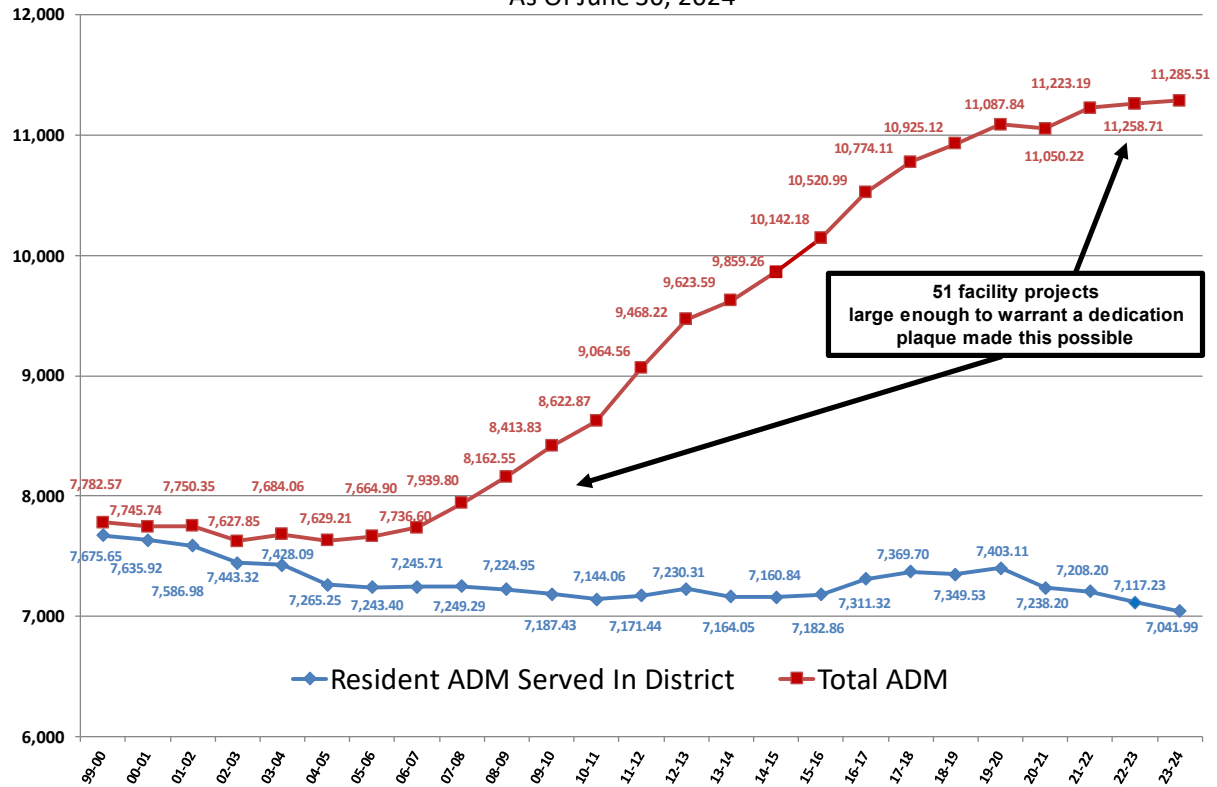
Capacity Summary – District (K-12)



These capacity additions were paid for utilizing bonding and funding completely within existing revenues for which annual levies or payments in State Aid would be coming to the District regardless of whether they would be used for capacity enhancements or not. As a result, it was not necessary to ask the taxpayers of the District to pay additional taxes for the facility capacity additions for all the facilities enhancements and capacity constructed from 2008 through 2024.

There result of these facilities allowed more students and more revenue for all students to flow to the District, resulting in an 18-year stretch from Fiscal Year 2007 through Fiscal Year 2024 where the District did not have to experience a budget reduction process in the General Operating Fund. As a result, the School Board and staff could concentrate fully on providing the best instruction possible for all students.

Minnetonka ISD 276
Resident ADM Served In District to Total ADM History– Pre-K HDCP To Grade 12
As Of June 30, 2024



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In February 2024, the District formed a Facilities Task Force to review all the facilities in the District and identify any areas or projects where additional modifications other than classroom capacity would be beneficial to the education and instruction of all students of the District both for the near-term and the long-term.

2024 Facilities Task Force Charge and Formulation

The charge to the 2024 Facilities Task Force is as follows:

The Facilities Tsk Force will support the School Board of Minnetonka ISD 276 as it works to meet future instructional needs by:

- Assessing each District facility as to its ability to support current and future instructional needs, and;
- Developing recommendations of potential future facilities actions to meet any identified needs for consideration by the School Board

The following persons make up the 2024 Facilities Task Force:

Members

Patrick Becker	Christine Breen	Trey Davis	Jon Fahning	Cassie Frick	Dan Geislinger
Elizabeth Hartwell	Kyle Heitkamp	Chad Herman	Jill Johnson	Karen Jordan	Charlie Kanan
Amy LaDue	Pam Langseth	Bill Lester	Jennifer Lipsky	Tammy Magney	Carrie Prehoda
Jennie Pryzbilla	Heather Richins	Ingrid Roberts	Lynn Schoen	Jason Schommer	Caleb Schultz
Cortney Swenson	Susan Thomas	Amy Vohs			

Cari Lindberg, Facilitator

Paul Bourgeois, Facilitator

Contributors

Curt Carpenter – Principal of Clear Springs Elementary School

Bryan McGinley – Principal of Deephaven Elementary School

Jennifer Smasal – Principal of Excelsior Elementary School

Matt Breen – Assistant Principal of Excelsior Elementary School

Andrew Gilbertson – Principal of Groveland Elementary School

Cindy Andress – Principal of Minnewashta Elementary School

Joe Wacker – Principal of Scenic Heights Elementary School

Nicole Snedden – Assistant Principal of Scenic Heights Elementary School

Pete Dymit – Principal of Minnetonka Middle School East

Freya Schumacher – Principal of Minnetonka Middle School East

Jeff Erickson – Principal of Minnetonka High School

Trent Boyum – Executive Director of Minnetonka High School ArtsCenter

Ted Schultz – Activities Director
Tim Litfin – Executive Director of Community Education
Christine Breen – Executive Director of Special Education & Student Support
Peter Leatherman – The Morris Leatherman Company
Dr. Amy LaDue – Associate Superintendent for Instruction
Mike Dronen – Executive Director of Technology
Amanda Fay – Interim Executive Director of Technology
Dr. Jacqui Getty – Executive Director of Communications
Scott Gerlicher – Coordinator of Security and Emergency Management

Meeting Methodology

The Facilities Task Force met on site at each District facility in a series of meetings starting with a kick-off meeting on April 15, 2024, and culminating with a final meeting to finalize the Task Force Recommendations on November 11, 2024.

Each meeting followed an agenda as follows:

- Any special presentation – (Special Education, Security, Survey Information)
- Presentation on the history of the facility including original construction and any additions and improvements made to date
- Presentation by the building administrator on potential enhancements to the facility
- Tour of the facility led by the building administrator
- Discussion of recommendations by the Task Force Members and prioritizing any recommendations

During all phases of each meeting, questions from the Task Force were strongly encouraged, as all phases were intended to provide as much information and education about each facility as possible to aid the Task Force in the accomplishment of their charge at each facility.

Many of the Task Force recommendations were related to operational issues or items that are typically not funded by a General Obligation Bond. All of those items are being addressed through other funding sources.

Task Force Recommendations By Facility

Clear Springs Elementary School

Task Force Recommendations

1. Increase staff restrooms
2. Larger special education space
3. Small group spaces

Deephaven Elementary School

Task Force Recommendations

1. Gymnasium (Physical Education Space)
2. Small Group Spaces
3. Staff Restrooms

Excelsior Elementary School

Task Force Recommendations

1. Lobby Reconfiguration
2. Larger Nurse Space
3. Restrooms Upper Floors
4. Small Group Spaces
5. Second Music Room

Groveland Elementary School

Task Force Recommendations

1. Second Music Room
2. Small Group Rooms
3. Staff Restrooms

Minnewashta Elementary School

Task Force Recommendations

1. Media Center replaced
2. Staff Restrooms
3. Small Group Spaces

Scenic Heights Elementary School

Task Force Recommendations

1. Small Group Spaces
2. Staff Restrooms

Minnetonka Middle School East

Task Force Recommendations

1. Flexible Instructional Space – Large & Small
2. Auditorium (Play/Concert/Large Group Performance And Meeting Venue)
3. Science Classrooms
4. Staff Restrooms
5. Gymnasium (Fourth Physical Education Station)

Minnetonka Middle School West

Task Force Recommendations

1. Flexible Instructional Space – Large & Small
2. Auditorium (Play/Concert/Large Group Performance And Meeting Venue)
3. Science Classrooms
4. Staff Restrooms
5. Gymnasium (Fourth Physical Education Station)

Minnetonka High School – Academics And Activities

Task Force Recommendations

1. Remodel Student Services Area
2. More Collaborative Spaces (Loft-Style Learning)
3. Relocate Fitness Center For Aviation Relocation
4. Staff Restrooms
5. Gymnasium (Physical Education Station And Varsity Sports Training Capacity)
6. Wrestling Program Facilities

Minnetonka Community Education

Task Force Recommendations

1. Classrooms For Preschool and Early Childhood Family Education (ECFE)
2. Parking Deck

Minnetonka Education Center (TSP)

Task Force Recommendation

1. Collaboration Space For Future Loft-Style Classes

General Recommendations For School Board Consideration

- The Facilities Task Force agrees with the ranking of priorities
- The two middle schools are the highest priority
- Large group flex space for daytime use is a priority (e.g. classrooms opening up for flex space)
- Need for large space in buildings to create community
- Need to free up space in buildings for teaching and learning
- Equitable solutions for all elementary schools. There shouldn't be a marked difference between the school in terms of amenities (gymnasiums, media center, staff restrooms)
- Remodeling the student services area at the high school
- Focus on increasing usability of courtyards
- Land acquisition of adjacent properties
- Prioritize MCEC to get students into the district (the pipeline to get enrollment to the maximum level)
- As buildings expand, don't lose outdoor activity space
- Important to elevate the non-revenue sports (gymnastics, wrestling, etc.)
- Focus on the three A's – Athletics, Academics and the Arts

List Of Appendices

Appendix A

- Task Force Prioritization Of Projects Recommended For Consideration

Appendix B

- First Draft Project Concepts to Address Projects Recommended For Consideration
- Cost Estimate Grid of Projects Recommended For Consideration
- Bond Payment Impact On Debt Levy For Projects Recommended For Consideration
- Annual And Monthly Tax Impact On Various Property Classifications And Property Values
- Bond Payment Annual Levy And Total Of Bond Payments For Projects Recommended For Consideration
- Miscellaneous Property Tax Data

Appendix C

- Second Project Concepts to Address Projects Recommended For Consideration
- Cost Estimate Grid of Projects Recommended For Consideration
- Property Tax Base Composition
- Bond Payment Impact On Debt Levy For Projects Recommended For Consideration
- Annual And Monthly Tax Impact On Various Property Classifications And Property Values
- Property Tax Levy Median Home Impact Compared to Survey Data
- Projects For Future Consideration Paid For By Other District Financial Resources

Appendix D

- School Building Information 2015-2024
- Minnesota Department Of Education Building Age & Square Footage Reports