SCHOOL DISTRICT OF JEFFERSON
JEFFERSON, WISCONSIN

FACILITY ADVISORY COMMITTEE MEETING MINUTES
November 17, 2021

A meeting of the Facility Advisory Committee of the School District of Jefferson was held on Wednesday, November 17, 2021, in the West Elementary cafeteria. Superintendent Urness called the meeting to order at 5:55 p.m., after a tour of the school, with the following members present: Dale Gaugert, Francis Langer, Jim Pratt, Leah Thorp, Lynn Enke, Chris Schmidt, Emilie Shoop, Tonya Umbarger, Ben Warborg, Peg Beyer, Roger Ganser, Jen Pinnow, and Susie Schuld. Absent: Lyndsay Knoebel Baneck, Ryan Mundt, Beth Krahn, and Jeff Laesch

Others in Attendance: Superintendent Charlie Urness; Laura Peachey, Director of Business Services; Katie Grundahl, Director of Curriculum and Instruction, Mike Howard, West Elementary School Principal; Nick Skretta, High School Principal; Jake Wichman, East Elementary Principal; Jason Poeppel, IT Director; and Valerie Schmitt, Administrative Assistant to Superintendent along with planning partners from Findorff: Erika Freeman and Jon Winch; from Eppstein Uhen Architects (EUA): Andy Lyons and Kim Frerichs.

APPROVAL OF MINUTES:
A motion was made by Lynn Enke, seconded by Dale Gaugert, to approve the minutes from the October 27th committee meeting as written. The motion passed unanimously by voice vote.

INSTRUCTIONAL VISION: Katie Grundahl, Director of Curriculum and Instruction, presented the District's instructional vision which aligns with the core strategies of the strategic plan and has a focus on four areas:

- Collaborative Culture
  - Staff- Professional Learning Communities
  - Students- Phenomenon & inquiry-based learning
- Effective Teaching in Every Classroom
  - Gradual Release
  - Integration of reading and writing in all content areas (WICOR)
  - Phenomenon & inquiry-based learning
  - Collaboration and problem solving
  - Integration of 21st century technology
  - Differentiation - Small group, intervention, enrichment, personalized learning
- Multi-level Systems of Support
  - Staff - analyzing student assessment data (within PLC), provided intervention and extension learning opportunities for all students
  - Students - small group learning aligned to their identified individual needs (Example: reading or math instruction, computer programs, independent projects, clubs, etc.)
- Guaranteed and Viable Curriculum
  - Staff - collaboratively determining course standards and develop course curriculum, designed common formative and summative assessments aligned to course standards, ensure rigor in all courses to prepare students for college/careers
  - Students - All students are provided with the opportunities to engage in rigorous standards-based learning.

Mrs. Grundahl pointed out that the SDOJ instructional vision will remain to be the focus regardless of the facilities but the learning environment spaces can help us be more effective and efficient by letting students engage in learning and make the best use of instructional time. Effective spaces help teachers deliver curriculum efficiently.

There was group discussion and the committee came up with several ideas to answer the question "What do our spaces/buildings need to look like and have in order to support our teaching and learning vision?" The main themes were around the need for storage, flexible spaces and furniture, small quiet break out spaces, gathering spaces, minimizing visual distractions, 4K spaces in the SDOJ buildings (bathroom, entrance, lockers etc.), and accessibility.

CONFIRMING NEEDS: Kim Frerichs from EUA gave an overview of the most substantial needs and the buildings which are affected by them. Key needs/focus areas and discussion was:

- Facility Maintenance
  - Maintenance costs will always be incurred however, the newer the spaces the lower the maintenance needs
- Flexible Learning Environments
  - Different schools have different needs
- Science, Technology, Engineering, Agriculture/Art, Math (STEAAM)
  - Although we usually think of Middle and High schools having areas for this type of learning elementary schools could benefit from Maker Spaces as well
- Cafeterias
  - Should be multi-purpose large well-lit areas
- Undersized Classrooms & Number of Classrooms
  - School spaces are used for a variety of activities and types of faculty. We need spaces for specialists, meetings, and supports outside of full classrooms
- Safety & Security
  - Includes lighting, parking lots, and entries
- Outdoor Learning Spaces
  - Opportunities to learn in different ways
- Flexible Furniture
  - Supports learning and efficiency of small and large groups
- Storage
  - Common shared storage space is needed
- Student & Staff Restrooms
  - Accessibility both in size and location
- Field & Athletic Facilities
  - Dedicated fields for softball and soccer that do not flood
  - Accessibility and parking district wide
- Long-Term Plan /Alternative Configurations:
  - Grade reconfiguration options
  - Building New
  - Fitness center/weight room for communities as well after certain hours

EUA was tasked with preparing information for the committee regarding the number of classrooms currently in each building and how many spaces would be required for faculty including special education classrooms, study halls, special programs, and specialists not including breakout spaces.

BRAINSTORM KEY PROJECT COMPONENTS & BIG IDEAS: The committee was asked to come up with their thoughts on the priority of key project components as well as some big idea solutions. These thoughts compiled were:

- Security & traffic flow
- ADA Bathrooms
- Prioritizing energy savings which means cost saving

- Facility Maintenance
  - HVAC at Sullivan
  - Electrical issues at the elementary schools
  - Roofing, plumbing, windows, and flooring at East
- Prioritizing learning projects on student impact
- Tech Areas at the high school including technology & robotics
  - Opportunities for District schools to utilize these spaces
- Multi-purpose separate meeting space/ community use- innovation center
- Options for the former Xcel space currently zoned commercial
- Options for new build vs remodel
- Community survey for input from stakeholders.

QUESTIONS:

A survey to help the resource committee was given out to help us make sure the committee meetings are run as effectively as possible.

Meeting concluded at 8:01 p.m.

Valerie Schmitt, Scribe