School Capacity & Utilization Task Force

Meeting Minutes # 4
November 12, 2025, 5-7 p.m.
Educational Service Center (ESC)
Mt. Tahoma Room
302 2nd ST. SE, Puyallup, WA 98372

Members:

Present: Sari Burnett, Lauralee Chamberlain, Ed Crow, Brian Devereux, MacKenzie Fortune, Sarah Gillispie, David Ham, Chris Harris, Bob Horton, Julie Hunter, John Huson, Mark Knight, Brady Martin, Daniel Martinez, Rae McNally, Karen Mool, Julie Moore, Dr. Vincent Pecchia, Joel Peterson, Kinsey Pitsinger, Meagan Rakoci-McDonald, Quavion Swazer, Victoria Treffry, Rebecca Williams, Glenn Imke

Absent: Cari Ake, LaShawnda Baldwin, Maricella Gonzalez, Michele Jangula

Meeting Documents

SCUT Meeting 4 Agenda

SCUT Meeting 4 PowerPoint

SUCT Meeting 4 Room Utilization Handout

Aylen Classroom Utilization Map

Kalles Classroom Utilization Map

Welcome/Approve Meeting #3 Minutes

Brian welcomed the taskforce members back for today's meeting. Meeting minutes from Meeting 3 were reviewed by the taskforce members, no calls for edits were made at this time so the Meeting Minutes were approved.

Brian reviewed the Meeting Roadmap for this taskforce. We will have one more meeting on December 2nd to finalize the report being presented to the School Board on December 12th. Brian asked members/participants to consider if they would like to be part of the presentation team. This School Board study session will be available online if any members would like to view the meeting remotely.

Brian reviewed the goals for the meeting:

- Consider classroom space availability to help determine plan feasibility.
- Refine alternative housing plan for Waller Road Elementary.
- Refine alternative housing plan for Spinning Elementary, if time permits.

Review Meeting 3 – Spinning Elementary Feasibility Group Work

Key Themes from Our Spinning Table Exercise

Brian reviewed the Table Exercise Key Themes from Meeting 3:

- Shaw Road Elementary was repeatedly identified as a primary site to absorb additional enrollment, potentially requiring additional portables.
- Three neighborhood tracts were commonly proposed to shift to Shaw Road.
- Two neighborhood tracts were commonly suggested for relocation to Stewart Elementary.
- There was strong interest in relocating Transitional Kindergarten and QUEST programs to Maplewood, Wildwood, Meeker, or Shaw Road, depending on space availability and existing program placements.
- Some groups proposed moving sixth graders from Spinning and Shaw Road to Kalles, with additional portables to support the transition.

Brian then reviewed the exit survey feedback with the taskforce.

- After reviewing today's Spinning Elementary feasibility data, what additional information or clarification would help you better understand the potential impacts of the three alternative housing scenarios?
    - How many Page students attend Kalles? Is there capacity to house Page at Aylen or even PHS?
    - The negatives of switching a school from one region to another would be good to detail.
- Which factors (e.g., equity, capacity balance, transportation, community impact) should be prioritized most as we continue refining potential scenarios for Waller Road and Spinning Elementary? Why?
    - I think that boundary changes need to be made with specific tracts moved to different schools.
    - Keeping neighborhoods together, feeders to junior highs the same, for the most part.
    - Cohorts staying together and not breaking up neighborhood kids if possible.

While reviewing the exit survey Brian reviewed a few details about the Page program for the taskforce. The Page Program is the district's highly capable program for 7th and 8th graders. No Page courses for 9th graders, though there are legacy 9th grade students. This October there are approximately 150 7th and 8th graders in the Page program at Kalles JH.

Before moving onto the Waller Road portion of the meeting Brian reminded the members that within our Meeting 4 PowerPoint that there are links to the various resources we use for the taskforce.

Refinement of Waller Road Elementary Alternative Housing Plan

Brian started by asking members to regroup back into their original groups from the Waller Road table exercise in Meeting 2.

- Table 1: Maricella, Victoria, Michelle, Julie, Glenn
- Table 2: Brad, Daniel, Ed, Sari, Meagan

- Table 3: Quavion, Sarah, MacKenzie, Chris, Joel
- Table 4: Mark, Julie, David, Bob
- Members/participants not listed were asked to join one of the four groups.

Brian shared that today's work is a continuation of the task force work done in Meeting 2. A common them from all four table groups in Meeting 2 included a proposal to move 6th grade students from the elementary feeder schools to Aylen JH. Staff have prepared a more detailed analysis of such a plan that reflects this preference.

Once the table groups were in order, Brian reviewed a table on the PPT labeled "What We'd Need to Move all 6th Grade to Aylen" with the groups. This table shows the numbers needed to move 6th graders from feeder elementary schools (to Aylen) and how many classrooms would be needed.

During this segment, a member questioned the 7 additional classrooms needed at the junior high level. Reference was provided to the sixth graders at Edgemont JH currently. When integrating 6th graders with other 7-9th grade students, the capacity calculation may be more complicated.

- Response from Brian: Integrating 6th grade could be like the model at Edgemont, but it could also deviate from the Edgemont model. Further study, past this task force, will need to be done to determine the best programmatic approach. The responsibility of the task force is to make sure we have enough space. After further discussion with the task force, it was agreed that 7 classrooms was an appropriate planning classroom number.

Another member had a question regarding the Dual Language program:

- Member: Is this a full day course? Or like secondary schools just one period of the student's day?
  - Dr. Pecchia responded that DL is a full-day program for these students. Brian added that secondary DL students will have courses instructed in both Spanish and English throughout the day.

Brian next reviewed the Classroom Availability table with the taskforce members. The table consists of equations used to come to the "Ending Balance" classrooms figures. These equations included the follow information.

1. Available Classrooms (25-26)
2. Classrooms Needed to Move 6th Grade
3. Relocate 6th Grade to Aylen (Balance of Classrooms)
4. Dual Language, if applicable
5. Minus Growth, if any
6. Minus 1-classroom buffer

Below is the "Ending Balances" that Brian came to after running through the previously mentioned equations:

- Aylen: -2 Classrooms
- Fruitland: 3 Classrooms
- Karshner: 1 Classroom
- Maplewood: 3 Classrooms

Brian added that these current plans/numbers have been shared with the principals at the various schools involved. Each have confirmed that these plans should be feasible.

Brian then reviewed the portable moving costs associated with accommodating 6th grade students at Aylen JH.

Below are the total costs found using the previously mentioned equations:

- Aylen Junior High - $700,000 (2 x $350K each)
- Karshner Elementary - $0
- Fruitland Elementary - $700,000 (2 x $350K each)
- Maplewood Elementary - $0

Brian asked the four table groups to discuss the information presented and consider the following question:

- Do members of your table support the proposed alternative housing plan for Waller Road as presented? If not, what changes would you ask to be given in further consideration?

Following the table discussions, Brian asked the groups to report their thoughts and comments with membership at large:

- Table 4 – Support the plan, mostly discussed what 6th grade at the Junior High would look like. Deep dive into all the pieces/parts into how this would look like being fully integrated.
- Table 3 – Tract 213, 214, and 215, these neighborhoods must travel through other tracts to travel. For bussing efficiency, the table recommends switching neighborhood 217 to go to Fruitland and to have neighborhood 213 go to Maplewood. Consider adding four portable classrooms, rather than two, at Aylen with to save costs if additional portables are needed in the longer term.
- Table 2 – What 6th grade education would look like at Aylen, most of their time was deep diving how this would work. Curious in transportation costs specifically. No portable specification amount. Agreed that classroom buffer needs are different from elementary to secondary. Due to how secondary schools run, having more than 1 classroom buffer would be best.
- Table 1 – Same ideas/thoughts and discussion as the other tables.

Brian asked the group at large if they are supportive of switching neighborhood tracts 213/217 between Maplewood and Fruitland, as proposed by Table 3. The group confirmed its support. Brian stated that the plan would be revised accordingly and shared in Meeting 5. He also stated that a relocation of Waller Road TK is still pending, which we will also address in Meeting 5.

Begin Refinement of Spinning Elementary Alternative Housing Plan

Once the Waller Road table activity was completed Brian then asked the groups to re-organize back into their original groups from the Spinning table exercise of Meeting 3.

- Table 1 – Victoria, Glenn, Brad, Sarah, Chris

- Table 2 – David, Meagan, MacKenzie, Karen
- Table 3 – Ed, Rebecca, Sari
- Table 4 – Lauralee, Joel, Quavion, Mark
- Members/participants not listed were asked to join one of the four groups.

Brian reviewed the equations for "What We'd Need to Move all 6th Grade to Kalles" figures with the taskforce. The information presented showed a total of 8 classrooms would be needed at Kalles to accommodate the relocation of 6th grade students from elementary-feeder schools

After reviewing the Classroom Availability slide, Brian concluded that not all feeder 6th grade students could be housed at Kalles Junior High, even when adding three additional portable classrooms, maximizing the site's portable capacity.

Before closing, Brian shared a few final comments regarding the above numbers:

- He wanted to clarify he has not yet been able to confirm the classroom availability information with all school principals' part of the Spinning feasibility study, but that he would confirm the numbers by Meeting 5.
- He also shared that "available" classrooms are rarely unused, rather are spaces that could be repurposed as an instructional homeroom classroom, if needed.

Closing

Brian let the Spinning groups have smaller time frame to discuss amongst themselves and promised a longer time frame at the next meeting to properly refine the Spinning Plan. Each group was tasked with writing down their initial thoughts and comments before leaving. Before officially letting the groups begin their discussions, Brian thanked the taskforce members for their time once again and reminded the taskforce about the Parking Lot QR code as a place for further questions or comments.

The meeting adjourned at 7:05 PM

Next Meeting:

Meeting # 5
December 12th, 2025, 5:00 PM – 7:00 PM
Karshner Museum and Center for the Arts