

Task Force Meeting Agenda

Common template used by all optimization task forces — per Task Force Norms, Section 2

Task Force Name	Rezoning Committee	Date	September 8, 2026
Lead	Dr. Rachel Naugle	Time	5:30pm - 7:30pm
Recorder	Somer Niemann	Location / Link	LTC - Lonestar Room
Cabinet Liaison	Dr. Laila Olivarez	Decision Method	Consensus

Decision method: consensus / majority / fist-to-five — confirm once at the start of the task force and reuse it every meeting.

1. Purpose of Today's Meeting

Purpose: *Build shared understanding of updated data and programmatic constraints, examine three preliminary rezoning scenarios, and identify the strengths, trade-offs, questions, and needed revisions associated with each.*

Decision(s) needed by end of meeting:

2. Core Working Session

Data review, option development, discussion. Time-box each item below.

Time	Agenda Item	Type	Owner
5:30pm	Recording Disclaimer Welcome, introductions of new members, and review of norms and decision-making Process	Discussion	Dr. Naugle
5:40pm	Brief recap of the last meeting Remind committee of the timeline	Discussion	Dr. Naugle
5:50pm	Data requests from last meeting Discuss capacity calculations Discuss Bilingual programmatic shifts	Data Review	Dr. Naugle
6:05pm	Demographer presentation - Enrollment trends - Growth and housing developments	Data Review	
6:25pm	Break		
6:35pm	Review draft scenarios - Plus, Delta, Questions for each map	Data Review	Dr. Naugle
7:10pm	Whole group share out for each scenario	Discussion	Dr. Naugle
7:25pm	Close and next steps	Discussion	Dr. Naugle

Type = discussion / data review / option development / decision. Anything outside this task force's charge goes to the Parking Lot / Out-of-Scope Log (Section 7), not into this session.

3. Decisions / Consensus Reached Today

Distinguish Decisions (agreement to move forward) from Inputs (data, concerns, options still under evaluation). If consensus isn't reached, record the dissenting view briefly.

Decision / Consensus	Method Used	Dissenting View (if any)

4. Action Items

Owner + due date for each. Feeds next meeting's Section 2 review.

Action Item	Owner	Due Date	Notes

5. Next Meeting Focus

Focus of next meeting:

Next meeting date:

6. Parking Lot & Out-of-Scope Log

Tangents and issues outside this task force's charge — log and route to the appropriate owner rather than absorbing into scope.

Item	Routed To / Owner	Status

Meeting Norms Reminders

- We will begin and end as scheduled.
- We will listen to understand and capture topics that need additional discussion in the Parking Lot.
- Personal experiences and perspectives matter, and we will use data and evidence to evaluate options and make recommendations.
- Different perspectives are expected and valued. We will challenge ideas and assumptions while respecting one another.