PFLUGERVILLE ISD

Task Force Meeting Agenda

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

Task Force Name	Rezoning Committee	**Date**	October 20, 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: *Review community feedback, evaluate proposed revisions reflected in Map 10, and determine next steps toward the Task Force's final rezoning recommendation.*

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, 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	Review feedback from public hearing	Data Review	Dr. Naugle
6:10pm	Walkthrough Map 10	Data Review	
6:30pm	Break		
6:40pm	Table Discussion	Discussion	Dr. Naugle
7:00pm	Consensus Discussion	Decision	Dr. Naugle
7:15pm	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.