Enrollment Demographics Task Force
November 13, 2025 | 5:00 - 7:00pm | In-person
Meeting 1 Minutes

Members in attendance: There were 22 members in attendance.

Agenda

- Welcome & Housekeeping
- Introductions
- EDTF Charge, Norms, & Timeline
- Enrollment Overview
- Program Placement Overview
- Next Steps & Exit Ticket

Welcome & Housekeeping

Welcome

Ashley Davies, facilitator from Better Education Partners, opened the meeting with a welcome and an overview of the evening's goals. She then introduced the Enrollment Demographics Planning Team, Dri Ralph, Executive Director of Support Services, and Sandy Calissendorff, Administrative Assistant, from Northshore School District. They will lead the development of meeting content with support from their teams, while Ashley will serve as the primary point of contact for the task force.

Housekeeping

Meeting logistics were reviewed.

- **Meeting Time:** Meetings run from 5:00 p.m. to 7:00 p.m.
- **Break:** Each meeting will include one 5–10-minute break
- **Recordings:** Meetings will be recorded for the sole purpose of our Task Force use but are available as a public record
- **Parking Lot:** We'll use a "parking lot" to capture unanswered questions or ideas and optimize our meeting time. This will be in the form of a shared Google document.
- **Confidentiality:** All information is confidential to those in the task force unless otherwise noted

Parking Lot Guidelines

Ashley explained that the group will use a parking lot to capture non-urgent or off-topic questions or ideas to keep meetings on track. Urgent, on-topic questions should be asked in the room (or via chat online for virtual meetings), and parking lot items will be reviewed and addressed before the next meeting.

Introductions

Member Introductions

Task force members marked their connections to the district by pinning locations on a map. Each member then introduced themselves, sharing their connection to Northshore School District and their reasons for joining the task force.

EDTF Charge, Norms, & Timeline

EDTF Charge

Ashley noted that the EDTF is responsible for reviewing and recommending school boundary changes for the 2028–29 school year. The goal is to improve facility use and long-term capacity alignment while ensuring equity, balanced enrollment, and responsible use of district resources.

Norms

The group reviewed the norms and provided feedback. Current norms:

- Do what's best for kids
- Treat each other with respect
- Be open to ideas
- Create space for voices
- Foster positive change
- Avoid hidden agendas
- Listen to learn
- Come prepared
- Assume positive intent
- Trust each other
- Value the opinions of others
- Ask if you don't understand
- Use kind language
- No one person has all the answers
- Have compassion
- Create an inclusive environment
- Consider environmental impact
- Consider accessibility

Most people agreed with the norms as is. A few suggestions were made:

- It is important for people to also understand that some ideas will not adopted
- Consider socioeconomic impacts on families

These suggestions will be added to the norms.

EDTF Timeline

The group reviewed the meeting schedule from November 2025 to May 2026. Ashley shared that a final recommendation will not be ready by May 2026, but there will be scenarios that have been reviewed and refined in preparation for sharing with the broader community. Additionally, members voted on holding some meetings in person; 90% were in favor.

Enrollment Overview

Dri provided an overview of enrollment and building capacity for every school in Northshore Public Schools, highlighting key trends based on existing data. She noted that some figures reflect last year's information, and updated numbers are expected by the next task force meeting. For high schools, head count and FTE enrollment was shown. FTE is lower than headcount because it accounts for students participating in Running Start. Capacity figures also do not include portable capacity. A summary of the data reviewed can be found in the EDTF Enrollment Overview Nov2025 chart.

Program Placement Overview

Ashley emphasized the importance of considering how potential program changes may affect school enrollment. As the district works to expand services across all neighborhood schools, students who currently attend self-contained programs outside of their home school may be redirected back to their neighborhood campuses.

Amity Butler, Executive Director of Teaching and Learning, provided an overview of Multi-Tiered Systems of Support (MTSS) and shared information on current and future Highly Capable (HiCap) service changes.

MTSS is a framework used to support every student's learning needs. It includes three tiers of support:

- **Tier 1:** Universal teaching that everyone gets
- **Tier 2:** Small-group extra practice for those who need more help
- **Tier 3:** One-on-one, personalized support for students who need the most help

Teachers use data to decide who needs which level of support and to track progress, changing the plan as students improve.

Amity explained that most students receiving HiCap services outside of their neighborhood school will soon be able to receive the same services at their home school as programming becomes more widely available. However, Woodin, Wellington, and Cottage Lake do not yet have plans for integration because their enrollment is too small; moving HiCap students from these schools would significantly impact overall enrollment.

Ashley then shared information on upcoming Special Education changes and shared that the Task Force will dive deeper into the data at a future meeting.

- **Elementary (K–2): Beginning 2028–29**, all K–2 students will receive services at their neighborhood schools; students in grades 3–5 will remain in their current program until they move to middle school
- **Middle School: In 2027–28**, all 6th graders will transition to their neighborhood schools; grades 7–8 will remain in place until they move to high school
- **High School:** No changes planned

Next Steps & Exit Ticket

The group reviewed the agenda items for the next meeting:

- Demographers Report Overview
- Development Overview
- Intro to Guiding Principles

Exit Ticket

Members completed an exit ticket which requested feedback on the meeting. A summary of the feedback received is below.

- Overall, the meeting was viewed as informative and a strong start to the task force's work.
- Members appreciated the well-organized meeting and clear presentation of information.
- The foundational context shared was valuable, and the in-person kickoff was well received.
- Some suggested providing materials in advance (e.g., school profiles in one table) to allow more time for discussion and activities.
- Members would like updated data and numerical context when referencing programs such as HiCap and special education.