

Citizen's Advisory Council
Enrollment & Facilities Committee
Meeting Minutes
September 30, 2014

Present: Co-Chairs Sue Kerr and Roger Wallace, U-46 Administrator Jeff King, and members

7:07 pm: Meeting called to order.

Nathan motioned to approve minutes with changes, second by Glenn.

Update from Jeff:

- Jeff provided an updated Timeline and Guidelines updated with E&F's comments. Omega liked to updated timeline.
- Jeff has completed both trainings on Omega's GIS software.
- Jeff plans to talk to Omega either Friday or Monday to get them going on the report. He will provide our scenarios to them at that time.
- Omega's GIS software is a little more powerful than the version U46 uses. Omega's version gives more flexibility to easily make/undo changes on the fly.
- U46' lawyer took our changes to the Guidelines and made a few small changes, resulting in what Jeff gave us today (he received it at 4pm!).

New Timeline discussion:

- The Timeline is very tight.
- The E&F report is given to CAC Exec for approval, then to CAC General for approval. It can be rejected at either place. Following approval by CAC, the report is then sent out to community/schools for review.
- Natalie mentioned that due to the tight timeline, we need to stress all along the way that people need to get involved with E&F as soon as possible. The last thing we need is for people to wait for the last CAC General meeting to come out and vote without being involved in the process.

The E&F committee needs to send a letter to schools to tell them we need them to participate, and participate now, not later. This letter should come jointly from Jeff and E&F.

Nathan pointed out that Criteria bullet 2 still has race, ethnicity, etc. Jeff said lawyers are aware of that and want it in. Board policy needs to be changed to allow this specific verbiage. Jeff also said that Omega's GIS does allow for identification by subgroups (race, etc.)

Should Criteria be numbered for ordered preference, or kept as bullets that show no preference of one bullet over another? There are arguments both ways, but the general consensus was that we should leave them as bullets to allow for more flexibility in our decisions. Jeff said they will naturally be prioritized on a case by case basis.

Jeff asked the lawyer if we could include "performance" of a school, and they said no.

Boundary Checklist discussion:

- Natalie made this a few years ago for a previous boundary discussion.

- Dana is concerned that we're looking at impact on schools and not impact on children. She thinks that the well-being of children should be the primary focus. Bev shared Dana's concern, bringing up the lawsuit to support her concern. She would rather make it obvious we are thinking about the children first.
- Nathan pointed out that nowhere in the criteria is "impact on children" mentioned.
- We decided to add an "Impact On Children" column to the table to show that we are considering that.
- We decided the columns "Impact On The School That Children Would Be Moved From" and "... Be Moved To" should be consolidated into one column titled "Impact On The School". This will eliminate duplicated information on all the schools affected by any one change.
- Roger will rename column 2 to "impact On Children" and column 3 to "Impact On School".
- Several members thought having each school's "History and Projections" sheet from the data spreadsheet immediately following the school's Boundary Checklist page. We can do this as a snapshot – it would be difficult to link the spreadsheet to the Word document. After we have the data spreadsheet updated with enrollment numbers from this school year, Roger will copy the information as a snapshot into the Boundary Checklist document.
- Since we (E&F and U46 Administration) are working together, we don't need to identify "Proposed Boundary Changes" as E&F and Admin. Roger will change them to simply say "Recommendation 1", "Recommendation 2", etc.

What programs will we be able to move? Jeff said gifted for elementary is the only program we can't move, due to the lawsuit. We need to report to court for next couple years to make sure we're in compliance.

Jeff said Omega's GIS will generate all kinds of reports on any changes. While we need to keep track of what we're doing, we shouldn't kill ourselves making tracking forms when we can get most of it from GIS.

Boundary Questions:

- Questions for Administration (Jeff):
 1. Schools with "Open Concept" are Glenbrook, Parkwood, and Century Oaks. Any changes to the buildings will not affect capacity.
 2. Illinois Park is at risk PreK and EDK. PreK are brought to school by parents and bussed home. Illinois Park could be repurposed. Independence cannot be repurposed.
 3. Jeff wouldn't recommend trying to use part of ESC as a school. It would cost a lot to get it up to the standards required to be classrooms.
 4. Woodland Heights has 17 classrooms. It is currently rented with a 6 month lease, so if the tenant is notified in January they would be out by June. Streamwood Elementary has 18 classrooms. The only problem with that school is a retention pond, which is being worked on.
 5. Elementary gifted (Ignite) is the only program that can't be moved. Administration is considering consolidating dual language programs with neighboring schools to get class sizes up. Bev asked if most schools that have ELL also have dual language. Jeff thinks so. There are no plans to expand dual language – the school board didn't consider the impact on high school. If dual language were to go into high school, conceptually every class would need to be duplicated, requiring twice the number of classrooms currently used. For PreK, they tell Jeff how many rooms they will need and he finds empty spots at various schools to place the classes. Jeff doesn't have projections on PreK, but they are typically about 1,400 kids.

6. The interrelation rule of ELL and gen ed class sizes is by school; however, U46 knowingly violates this in certain circumstances. For example, if there is a gen ed K with only 5 kids, ELL would not be limited to 4 kids. Jeff will verify the staffing ratio for dual language classes, but it is probably the same as ELL.
 7. Ideally we should assume each elementary school will have art and music rooms. That is a good goal, but realistically room will not always be available. Jeff said the first step is to find out where we don't have room, the second step is to determine where additions will be needed, and the third step is to secure funding for the additions.
 8. Split classrooms are hard to predict, so we shouldn't consider them. They are looking at getting rid of splits.
 9. We'll have to consider moving 6th grade to middle school, but the cost will be high. If that needs to happen, we'll have to consider the model the 6th graders will follow: they could effectively be self-contained classrooms in a different building, or they could follow the middle school model of moving from room to room.
 10. (New question) Do not consider utilizing mobiles. The goal is always to get rid of them. Garfield will be getting rid of their mobiles soon.
- Questions for Committee Discussion:
 - Self-contained Special Ed classes are 12 max.
 - We decided we should start looking at each building for general capacity, not considering programs. We can then tweak the results for special considerations (like rooms dedicated to SpEd). But before we're done, we need to make sure we also look at the impact of programs.
 - Jeff said GIS bases capacity on one number for every classroom – it can't be given different numbers for different grades (e.g. K-3 vs 4-6). We therefore need to decide on one number for each building.
 - Dual language is an optional program that doesn't provide bussing.
 - The district's goal is all EDK, but it will take a few years for it to happen. Jeff can run models in GIS with all EDK and models with some half-day K.
 - Jeff's feeling is that if a school ends up at below than 50% capacity, it shouldn't be kept open.

Jeff will try to find more big maps for us to use.

We won't have much new information to discuss, so we are cancelling the October 14th meeting. By October 28th we'll have enrollment numbers for this year and updated info from Jeff.

The next meeting is scheduled for October 28, 2014 at 7pm.

8:52 pm: Natalie motioned to adjourn, Doug seconded motion.