

Enrollment Balancing Task Force

Creation of a Task Force in accordance with Board [Policy 9401](#).

Purpose

Due to increased enrollment at our elementary schools, the District Enrollment Balancing Task Force will work to address current enrollment balancing challenges by making a recommendation(s) to the Board of Education on balancing enrollment for the next five years (or more).

Charge of the Task Force

By December 1, 2016 present a recommendation to the Board of Education for balancing enrollment for the five elementary schools to determine school placements for students beginning with the 2017-2018 school year. This recommendation will also identify any deviations from the current feeder system from Elementary to Middle to High Schools.

This Task Force will use all data and information available; enrollment trends, housing data, birth and census information, residential housing developments, surveys, listening sessions and population trend predictions to inform its recommendation(s).

The following board-adopted critical success factors will guide the task force work:

1. Develop new K-5 tract boundaries that balance enrollments across all five elementary schools
2. Enrollment recommendations do not exceed 85%** of the school's current capacity for 5 years
3. Honor the current feeder path of families and students currently enrolled in the District from Elementary to Middle to High School as much as possible
4. Impact the smallest number of families
5. Provide for grandfathering of families, if possible and appropriate, to reduce the short-term impact on families
6. Take into consideration the potential for expansion to the current preschool program

Task Force Guidelines

- Operate transparently - posting notice of meetings in advance and minutes following each meeting
- Solicit feedback from a variety of stakeholders; including staff, current and future elementary school parents, and other parents/residents in the District
- Base decisions and recommendations on the data and information available
- Seek recommendations in the best interest of all stakeholders
- Recommendations will be made based on a simple majority
- Develop and execute a communication plan

Task Force Membership

Task Force Members are expected to volunteer their time and will be identified through a process and ultimately selected by the Board of Education. Membership in the task force will be as follows:

- Board Member Representative(s)
- Parent representative(s) from each school in the District - determined from an open application process
- Two community members without children currently in the District
- Administrator from Elementary School(s)
- Assistant Superintendent for Finance, Operations and HR - Chair
- District staff member to support data analysis
- External Facilitator

**The Task Force has the flexibility to re-define the % capacity to be used as a success factor.