SCHOOL DISTRICT OF ELMBROOK

Minutes of the Elmbrook Enrollment
Balancing Task Force Meeting

Present: Bill Aslin, Andrew Farley (arrived later), David Frank, Mark Hansen (left earlier),
             Kori Hartman, Erik Kass, Jean Lambert (arrived later), Bridget Mangan, Paul
             Neumeier, Heather Paradis, Silvia Paquini, Lisa Rettler, Sarah Sagert, Thomas
             Schaefer, John Schnabl, Jeanne Siegenthaler, Stephen Taipala, Danny Thomas,
             Daniel Westfahl (arrived later), Scott Wheeler, Karen Wolff, and Jeff Wurster

Absent: Lisa Mellone, Franklin Onwubuariri, and Liz Zmuzinski

Also: Deborah Nustad and Mike Thompson

The meeting begin at 6:08 p.m. in the Board Room of the Central Administrative Offices.
Superintendent Mark Hansen welcomed everyone and thanked them again for their time and
commitment

Assistant Superintendent Erik Kass stated that this meeting would focus on finishing up from the
objectives of the March 16 meeting and then turn to this meeting's initial work on data.

Mike Thompson, the Task Force facilitator, complimented the group on their positive attitude
and conducted a personality activity on DISC (dominance, influence, compliance and suspicion)
(Jean Lambert arrives).

Erik Kass recapped the objectives of the last meeting and invited members to pick up a personal
data binder that could be taken home or left at the District. The District has a high percentage of
land already built out, with a few multi-family developments planned or being started. The early
childhood program at Burleigh and the preschool offering at Dixon were explained.

Meeting Objectives

This meeting's objectives were to finalize the vision and critical success factors and to conduct
an initial review of elementary school data profiles.

Deborah Nustad recapped the "framing the way" and the "shaping the vision" sections of the last
meeting and presented a wordle of the comments received. She commented on how closely the
members' input matched the District's strategic map.

Critical Success Factors

Erik Kass showed the critical success factors as revised from the input received on March 16.
The items have not been ranked (Dan Westfahl arrives). Questions/comments included the
maximum time on the bus (45 minutes), why there is a difference between the percentage of
elementary and secondary schools' capacity, and if there is an optimum number of students in an
elementary school.

Mike Thompson explained that ideas that come forward that are outside of the Task Force's
scope will be documented for use by the Board of Education or others (Andrew Farley arrives).

Erik Kass went through the materials in the data binders, with special attention on the elementary school data profiles. Data on birth data trends needs some added work and will be provided later. Deborah Nustad advised that the five-year trend model was picked from the ones developed by Applied Population Laboratory (APL) as the best middle-of-the-road choice. She cautioned that some changes between 2011-13 and 2012-13 reflect the closing of Hillside Elementary and the corresponding shift in students to other elementary schools. Some of the data points on the charts picked up wrong numbers (minor differences) and will need to be changed. Housing developments are not included. A clarification was made that non-resident and intra-District students do not receive transportation services. A statistician is being consulted. Questions included the history and significance of the District's enrollment tracts (usually follow major roads, but they may be changed or split), the difference between the low and high capacity (90% based on classrooms and class size maximums versus 90% based on current square footage), APL's methods (their explanations will be supplied by the next meeting), if the projections done when Hillside closed were wrong; i.e., what changed since then and can members rely on the current projections (birth rate is significantly different than anywhere else and will result in the largest Kindergarten classes for the last 15 years), and if census data can be integrated into enrollment projections (will be researched). A request was made to add definitions.

Mike Thompson asked each table to represent a different elementary school and held an activity where each "team" responded to questions similar to a public forum to see what added data would be helpful. Data on private schools' growth/decline, trend data from the Hillside closing (for validation purposes), tract capacities and projections, class-size discrepancies (and any effects on performance), how many Hillside students switched to private schools, how the geographic size of the enrollment area affects transportation time, families with children already through elementary school or those never in our system at the elementary level, and families whose elementary school has been changed over the last few years (80 students at the time) were cited as areas where additional data might be helpful.

Next Meeting's Objectives

    (1) Initial Review of Middle and High School Data Profiles
    (2) Additional School Tract Data
    (3) Decision-Making Process
    (4) Presentation of Mapping Tool

At the April 26 meeting, members will be asked to provide input on best methods for the group to communicate.

The meeting ended at 9:03 p.m.