

**DUBLIN UNIFIED SCHOOL DISTRICT
DISTRICT OPTIMIZATION COMMITTEE MEETING MINUTES**

Monday, February 2, 2015, 6:30 – 8:00 p.m.

<u>Norms</u>		<u>Protocols</u>	
1. Meetings start & end on time		1. Meetings will take place on the 1 st Monday of the month from 6:30–8:00 p.m.	
2. Active listening and participation of all		2. Individual breaks as needed.	
3. Respect/consider perspective of others		3. Superintendent will facilitate; In Superintendent's Absence, Asst. Supt., Ed. Services will facilitate.	
		4. Minimize cell phone interruptions.	
		6. Minutes will note decisions and/or major comments or discussions	
TIME	ACTION / INFO. ITEMS	PRESENTER	NOTES / FOLLOW-UP
1.	Welcome / Introductions ✓ Agenda Review	Dr. Hanke	Dr. Hanke reviewed the agenda for this evening's meeting and noted that regional meetings on communication out to the community has been added to the agenda topics.
2.	Review of Norms / Protocols ✓ Communication	Dr. Hanke / All	<p>Dr. Hanke reviewed the Norms and Protocols. He reiterated the need for active listening and participating. Noted it is important to respect opinions and listen respectfully to others.</p> <p>Q: Will this committee be looking at specifics regarding budgets in different areas surrounding growth in the district. A: Dr. Hanke stated that although budget issues related to growth will be covered in a broad sense within this committee there is a separate committee, the Financial Advisory Committee, which deals with those issues in more depth. Solving budget issues is not the purpose of this committee.</p> <p>Dr. Hanke addressed the area of social media and asked members to please be careful not express the views of the individual member as the view or position of the District Optimization Committee.</p>
3.	Review of Superintendent Charge / Purpose of the DOC	Dr. Hanke	<p>Dr. Hanke stated that the charge of the DOC will be to whittle down the overall number of recommendations to a manageable number to take forward as a recommendation to the board.</p> <p>Tomorrow evening, Ms. Sweeney, principal at Fallon Middle School will be conducting a parent evening in order to discuss the impending portables that will be placed at Fallon during the summer due to continued growth.</p> <p>Ms. Rouse and Mr. Tomlinson expressed their thanks on behalf of the Board of Trustees for the work of the DOC in working together to bring viable options to the Board in the near future.</p>
4.	Review of Previous Meeting ✓ DUSD Demographics ✓ Dublin City Master Plan ✓ School Construction ✓ FAQ's – Meeting 1 & 2	Steve Hanke Linda Smith Kim McNeely	<p>DUSD Demographics Dr. Hanke referenced the demographics report prepared by Mr. Blair Aas where the X-factor was explained. Dr. Hanke also reviewed the chart that was handed out that highlighted the difference between the projected enrollment vs the actual enrollment in the schools.</p> <p>A parent asked if this is what we staffed at for these years. Ms. Heironimus stated that the district staffed at the medium growth scenario for budget purposes. She pointed out that for budgeting purposes you staff at medium growth scenario, but for enrollment purposes you look at the high growth scenario.</p> <p>Mr. Boczanowski stated that due to the drought, there was continual building with no winter slow-down which increases growth because homes are built at an increased rate. There is also an increase in the DKA program which boosts the enrollment. The numbers of special education placements for students being sent out of district are now being returned to the district for services which also has an effect on the spaces available at school sites.</p> <p>Mr. Barnes asked if there would be a benefit to know what area has the largest amount of growth regionally. Dr. Hanke stated that we have the current enrollment at the schools now and can provide that information to the committee.</p>

			<p>City Master Plan Reviewed what areas were covered in the Dublin City Master Plan presentation at the last meeting. Areas of review included where the city gets their funding; the approval of the Emerald Glen Aquatic Complex; the Camp Parks property.</p> <p>School Construction Reviewed the school construction process including the approval process and planning and design. The complete process usually takes four years. Noted that state funding at this point is minimal.</p>
5.	<p>School Capacity 101</p> <ul style="list-style-type: none"> • MS, ES, HS. – District Standards • State, National Educational Standards 	Kim McNeely	<p>Kim McNeely presented information on School Capacity and District Standards. Ms. McNeely stated that with regard to loading standards the figures noted are an average; some classes may be a bit larger, some a bit smaller but when averaged they must be the figures noted.</p> <p>Ms. Sweeney shared that Fallon this year is sharing classroom spaces during prep periods which has been a challenge for staff but they have been able to make it work.</p> <p>Question was asked if the classes at the high school are using their classes five periods a day or six periods a day. The high school is figured at six periods of use for 2500 students.</p> <p>Ms. Sweeney – Asked if the computer spaces will remain in the secondary levels? Ms. McNeely stated that in the chart shown this reflects an elementary classroom, but they are in a high school.</p> <p>Q: Is there a maximum number of students per class by state standards? A: The state standard is 24:1 – for DK-3rd grade. Our collective bargaining agreement allows us to go 28:1 but due to the Parcel Tax we try to keep it at 26:1. The district has taken a regional approach to special education students. Because we are trying to maximize capacity for some of our schools in the east, we have multiple classes at some schools in order to alleviate some of the overcrowding in other schools.</p> <p>Q: Has the district explored online courses for students who are accelerated enough to work independently? A: Dr. Hanke stated that there some factors surrounding aspects of blended learning but stated they are exploring it.</p> <p>Q: Does the district look at using a “booked prep space” model so that it reduces the need for unused prep spaces throughout the day? A: Dr. McCarty stated that a group of teachers have visited another high school that does use that kind of prep space model and it works well but still has its share of challenges.</p> <p>Q: Regarding use of space by EDCC. Do they take up space from the district? A: Ms. Heironimus stated in some cases they do use some of the district space but in most cases they have their own space but their program is always full. Dr. Hanke stated that the district always supports a program that provides learning for students after school. EDCC offers a program where the staff are credentialed teachers and they work with the district when we have space limitation issues.</p> <p>Ms. Sweeney – Stated there is a need to address the needs of the P.E. programs with regard to school capacity and growth.</p> <p>Q: A parent asked for the number of inter-district transfers into the district. Stated it may be necessary to look at the numbers of teachers who live outside the district who have their children here on an inter-district transfer, especially if it is impacting the schools. Another parent stated he would rather see the teacher who has a student in the district be able to keep their students in the district if it allows them extra time before and after school to not have to rush off campus in order to meet childcare needs elsewhere.</p>

			<p>A: The district can provide the information on the number of inter-district transfers into the district.</p> <p>Q: A parent asked if it would be possible to shadow someone at one of the schools. Question was should we do this at the middle school first then at the high school?</p> <p>A: Dr. Hanke stated that he would suggest either, or perhaps visiting both the high school and middle schools.</p> <p>Q: Will there be capacity reports for all of the schools so that there is a better understanding of all of the schools?</p> <p>A: Yes, Kim will provide.</p> <p>Q: How do we put all of this together into a package so that it can go to the board as a recommendation?</p> <p>A: This is why this committee is working together as a group, so that they can come up with a recommendation to the Board based on information gathered through these meetings.</p>
6.	<p>Table Talks From what you've learned thus far:</p> <ul style="list-style-type: none"> • What questions do you have? • What additional information do you need? <p>Table Groups Report Out – Whole Group</p>	All	There were no table talk discussions; open dialogue via question and answer format was used.
7.	<p>DOC Future Academy Topics / Dates</p> <ul style="list-style-type: none"> ✓ Long-Term Implications – Mar.2 ✓ Interest-Based Problem Solving – Mar.2 ✓ Option Development – Mar.2, Apr.6, May 4 <ul style="list-style-type: none"> • MS, ES, HS • Community Engagement ✓ Regional Meetings - Communication <ul style="list-style-type: none"> • Scheduled ✓ Board Presentations <ul style="list-style-type: none"> • Information – May 26 • Board Decision(s) – June 9 	Dr. Hanke	Dr. Hanke will work together with the group as a whole to walk everyone through the process of interest-based problem solving at the next meeting.
8.	<p>Future Meeting Dates: Mar. 2 May 4 April 6 June 1</p>		
9.	Adjournment		The meeting was adjourned at 8:01 p.m.