WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Special Meeting - October 17, 2011 - 3:00 PM
District Administration Building
210 County Rd. 101, N, Plymouth, MN

AGENDA

1.	CALL TO ORDER - Board Chair Gleason	3
2.	REVISED ENROLLMENT PROJECTIONS - J. Westrum, H. Reinhardt - *15 minutes*	4
3.	ELEMENTARY ENROLLMENT CAPACITY & CURRENT FACILITIES - J. Westrum, L. Schoen, S. McQueen	
4.	SOLUTION OPTIONS - J. Westrum, L. Schoen, S. McQueen	
5.	DEVELOPMENT OF RECOMMENDATIONS - J. Westrum, C. Anderson	
6.	ADJOURN	13

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

MISSION

Our Core Purpose:
The mission of Wayzata Public Schools is to ensure a world-class education that prepares each and every student to thrive today and excel tomorrow in an ever-changing global society.

VISION

What We Intend to Create and Experience:
The vision of Wayzata Public Schools is to be a model of excellence where all students discover their unique talents, develop a love and tenacity for learning and demonstrate confidence and capacity for success through:

Exceptional Student Learning, Experiences and Relationships:

- High achievement by each and every student–no exceptions, no excuses;
- Content-rich, rigorous and personalized education;
- Meaningful relationships with teachers, staff, mentors and peers in a welcoming, nurturing and safe environment where all are valued for who they are and the contributions they make.

Community Trust, Confidence and Partnership:

- Comprehensive learning opportunities meeting diverse learner needs and community aspirations;
- Committed to being the first choice for students and families;
- Maintaining the highest levels of satisfaction and pride by staff, parents and community.

Operational Excellence:

- Attraction, development and retention of exemplary, creative and engaged employees;
- Accountability by all staff for individual and collective performance;
- Effective and efficient use of time and human, financial and physical resources;
- Culture of continuous improvement and responsive innovation;
- High performing district governance, management and partnerships.

Agenda Item 1

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Special Work Session – October 17, 2011

AGENDA SECTION: **1. CALL TO ORDER/ROLL CALL**

ITEM:

COMMENTS BY: **Board Chair Gleason**

Linda Cohen, Board Clerk, will call the roll:

	PRESENT	ABSENT
Ms. Linda A. Cohen	_____	_____
Ms. Susan H. Droegemueller	_____	_____
Ms. Susan Gaither	_____	_____
Ms. Patricia L. Gleason	_____	_____
Mr. Jay A. Hesby	_____	_____
Mr. John A. Moroz	_____	_____
Ms. Carter G. Peterson	_____	_____
Dr. Chace B. Anderson, Ex Officio	_____	_____

Wayzata Public Schools

TO: Members of the Board of Education
Dr. Chace Anderson, Superintendent of Schools

FROM: Jim Westrum, Finance and Business

DATE: October 14, 2011

SUBJ: **Elementary Enrollment – October 1, 2011 counts and implications for five year projections and building capacity**

We have finalized our October 1, 2011 elementary enrollment report. The district's October 1st enrollment is a critical measure for guiding current and future planning. The current October 1st elementary student enrollment has been analyzed and the implications of the elementary enrollment will be discussed in further detail at the school board work session scheduled for Monday, October 17, 2011 at 3pm.

Elementary enrollment summary

Total elementary enrollment served within the seven elementary school buildings of the district has increased by 6 students, from 4,642 to 4,648. While this change may seem immaterial, it is important to review the changes within grades, changes between buildings, and changes between residents and non-residents. The amount of variability in each category can be significant and has different implications.

Exhibit I provides a comparison by grade, by site, and by resident status between current and prior year enrollment. Highlights include the following:

- Kindergarten enrollment has decreased 100 students
- Grades 1-5 enrollment has increased across most grade levels
- Kimberly Lane's enrollment has decreased 49 students
- Greenwood's enrollment has increased 77 students
- Resident enrollment has increased 38 students
- Non-resident enrollment has decreased 32 students

Wayzata Public Schools

Exhibit II provides a comparison by grade, by site, and by resident status between current year and projected enrollment. Highlights include the following:

- Overall elementary enrollment is 19 more students than projected
- Kindergarten enrollment is 40 less students than projected
- Grade 1 enrollment is 32 more students than projected
- Plymouth Creek's enrollment is 21 more students than projected
- Most sites actual enrollment is close to projected enrollment

It is important to note that several strategies were implemented in the current year that impacted the October 1, 2011 elementary enrollment, including the following:

- Non-resident open enrollment was limited
- All Day Kindergarten programming was limited
- Boundary shifts moved 23 students from Kimberly Lane to Greenwood
- Incentives for families to attend non-attendance schools was provided
    - 42 Plymouth Creek K students to Greenwood
    - 12 Kimberly Lane K students to Oakwood
    - 10 Birchview K students to Oakwood

These strategies have had an impact on current year building enrollment and may have an impact on future enrollment projections.

Five year resident enrollment projections

You may recall that the district enlisted the services of Hazel Reinhardt to perform resident enrollment projections through 2014-2015 and 2020-21. Hazel has received the October 1, 2011 actual elementary enrollment and has determined that the actual enrollment is materially consistent with those assumptions and results detailed in her report to the school board dated 8/10/2011. Hazel's report projects the district's 2014-2015 K-5 enrollment to be approximately 4,540 to 4,576 students. Hazel will discuss the impact of our October 1st enrollment and also provide information on projected enrollment per site if slight boundary shifts are made before homes are built on a couple of parcels of vacant land. See Exhibit III.

Wayzata Public Schools

Elementary Building Capacities

In conjunction with completing our comprehensive facility study, the district administration gave careful consideration to reviewing our elementary schools' building capacities. While an individual building's capacity is partly a function of how the building is used, the administration determined each individual building's "ideal" capacity taking in consideration the following factors:

- Capacity based upon class size targets and class size ceilings
- Capacity based upon staffing, including the use of specialists and scheduling of core facilities such as media, gymnasiums, media centers, etc.
- Capacity based upon facility utilization
- Capacity based upon programming

Exhibit IV provides projected capacity of each of our individual elementary buildings and for the district as a whole. Based upon this analysis, it would appear that the district would operate most efficiently with 4,400 elementary students. It is important to note that this is based upon the number of classrooms currently available in the elementary buildings, and is somewhat flexible.

Exhibit V provides a district created list of core classrooms by site, by grade and by program. This document demonstrates the number of classrooms available at each site and quantifies the use of rooms at their optimal desired use. It is important to note that the current number of classrooms being used for K-5 instruction is 226 classrooms, yet only 215 to 221 classrooms are designed for this purpose. Additional discussion will occur at the work session to provide clarification on how additional instructional space has been created to serve the additional classroom needs that have occurred in the current year.

Wayzata Public Schools

Elementary Facility Options

As the district administration integrates valuable information gained from its enrollment projections, comprehensive facilities study, staffing and programming, it becomes critical at this time to plan to address projected increases in enrollment combined with limited facilities and other resources. Wold Architects and Engineers have valuable insight as we examine how our current facilities can accommodate that growth. Lynae Schoen and Scott McQueen have created information that will be shared at the work session regarding options the district may consider, including:

- Current strengths and challenges associated with each elementary site
- Maximize operational effectiveness based upon building size
- Classroom additions to existing facilities
- Core space analysis – other issues with expansions or modifications
- Rent facilities or new construction
- Estimated costs/timelines

SUMMARY

While the special work session is intended to provide valuable information to the school board, it will be important that a dialogue occur to determine the next steps that will be necessary to allow the district to continue to serve its elementary students and their families over the upcoming years. If you have questions regarding the enclosed materials or desire additional information, please give me a call at any time at 763-745-5023.

Enclosures

Wayzata Public Schools
Elementary schools enrollment 2011-12 Projections as of 10-1-2011
-Oct 1 compare to PY

Exhibit I

2010-2011 Actual

	All Elementary Schools Res Student Enroll	OE Student Enroll	Total Student Enroll
Kdgn	661	80	740
Grade 1	724	68	792
Grade 2	649	112	760
Grade 3	669	70	739
Grade 4	737	69	806
Grade 5	723	81	805
	4,163	479	4,642

	Kimberly Lane Res Student Enroll	OE Student Enroll	Total Student Enroll
Kdgn	102	3	105
Grade 1	147	0	147
Grade 2	114	3	117
Grade 3	142	2	144
Grade 4	139	1	140
Grade 5	147	5	152
	791	15	806

	Birchview Res Student Enroll	OE Student Enroll	Total Student Enroll
Kdgn	114	4	119
Grade 1	104	14	118
Grade 2	94	23	117
Grade 3	86	13	99
Grade 4	90	20	110
Grade 5	96	15	111
	584	89	674

	Oakwood Res Student Enroll	OE Student Enroll	Total Student Enroll
Kdgn	84	2	86
Grade 1	78	5	83
Grade 2	65	10	75
Grade 3	92	4	96
Grade 4	73	4	77
Grade 5	92	7	99
	485	32	516

	Gleason Lake Res Student Enroll	OE Student Enroll	Total Student Enroll
Kdgn	100	21	120
Grade 1	119	8	127
Grade 2	99	15	114
Grade 3	88	8	96
Grade 4	117	7	125
Grade 5	101	12	113
	624	71	696

	Plymouth Creek Res Student Enroll	OE Student Enroll	Total Student Enroll
Kdgn	118	2	120
Grade 1	133	6	139
Grade 2	103	11	114
Grade 3	110	15	125
Grade 4	138	9	147
Grade 5	107	12	119
	708	56	764

	Greenwood Res Student Enroll	OE Student Enroll	Total Student Enroll
Kdgn	75	25	100
Grade 1	71	18	89
Grade 2	86	27	113
Grade 3	81	11	92
Grade 4	99	6	105
Grade 5	98	9	107
	510	96	607

	Sunset Hill Res Student Enroll	OE Student Enroll	Total Student Enroll
Kdgn	68	23	91
Grade 1	73	16	88
Grade 2	87	22	110
Grade 3	71	16	86
Grade 4	80	21	101
Grade 5	82	22	104
	460	119	580

2011-2012 October 1

	All Elementary Schools Res Student Enroll	OE Student Enroll	Total Student Enroll
Kdgn	571	69	640
Grade 1	743	77	820
Grade 2	766	65	831
Grade 3	660	106	766
Grade 4	703	68	771
Grade 5	758	62	820
	4,201	447	4,648
	38	*(32)*	*6*

	Kimberly Lane Res Student Enroll	OE Student Enroll	Total Student Enroll
Kdgn	65	1	66
Grade 1	120	1	121
Grade 2	154	-	154
Grade 3	120	3	123
Grade 4	144	2	146
Grade 5	146	1	147
	749	8	757
	(42)	*(7)*	*(49)*

	Birchview Res Student Enroll	OE Student Enroll	Total Student Enroll
Kdgn	81	9	90
Grade 1	122	4	126
Grade 2	105	13	118
Grade 3	88	21	109
Grade 4	87	13	100
Grade 5	91	19	110
	574	79	653
	(10)	*(10)*	*(21)*

	Oakwood Res Student Enroll	OE Student Enroll	Total Student Enroll
Kdgn	87	5	92
Grade 1	99	2	101
Grade 2	81	5	86
Grade 3	69	9	78
Grade 4	98	4	102
Grade 5	77	3	80
	511	28	539
	26	*(4)*	*23*

	Gleason Lake Res Student Enroll	OE Student Enroll	Total Student Enroll
Kdgn	76	21	97
Grade 1	79	17	96
Grade 2	125	7	132
Grade 3	101	13	114
Grade 4	91	9	100
Grade 5	117	5	122
	589	72	661
	(35)	*1*	*(35)*

	Plymouth Creek Res Student Enroll	OE Student Enroll	Total Student Enroll
Kdgn	69	2	71
Grade 1	152	2	154
Grade 2	142	7	149
Grade 3	107	11	118
Grade 4	113	15	128
Grade 5	143	8	151
	726	45	771
	18	*(11)*	*7*

	Greenwood Res Student Enroll	OE Student Enroll	Total Student Enroll
Kdgn	120	10	130
Grade 1	91	27	118
Grade 2	83	18	101
Grade 3	93	29	122
Grade 4	93	10	103
Grade 5	105	5	110
	585	99	684
	75	*3*	*77*

	Sunset Hill Res Student Enroll	OE Student Enroll	Total Student Enroll
Kdgn	73	21	94
Grade 1	80	24	104
Grade 2	76	15	91
Grade 3	82	20	102
Grade 4	77	15	92
Grade 5	79	21	100
	467	116	583
	7	*(3)*	*3*

Exhibit II

Wayzata Public Schools
Elementary schools enrollment 2011-12 Projections as of 10-1-2011
-Oct 1 compare to Projected

2011-2012 Projected

	All Elementary Schools			Kimberly Lane		
	Res Student Enroll	**OE Student Enroll**	**Total Student Enroll**	Res Student Enroll	OE Student Enroll	Total Student Enroll
Kdgn	**640**	**40**	**680**	70	1	71
Grade 1	**709**	**80**	**788**	117	3	120
Grade 2	**745**	**68**	**813**	152	0	152
Grade 3	**667**	**112**	**778**	119	3	122
Grade 4	**682**	**70**	**752**	147	2	149
Grade 5	**749**	**69**	**818**	144	1	145
	4,191	**438**	**4,629**	749	11	760

	Birchview			Oakwood		
	Res Student Enroll	OE Student Enroll	Total Student Enroll	Res Student Enroll	OE Student Enroll	Total Student Enroll
Kdgn	84	11	95	98	4	102
Grade 1	120	4	125	87	2	89
Grade 2	106	14	120	81	5	86
Grade 3	95	23	118	65	10	75
Grade 4	87	13	100	92	4	96
Grade 5	90	20	110	73	4	77
	582	86	668	497	29	526

	Gleason Lake			Plymouth Creek		
	Res Student Enroll	OE Student Enroll	Total Student Enroll	Res Student Enroll	OE Student Enroll	Total Student Enroll
Kdgn	100	4	104	72	1	73
Grade 1	89	21	109	143	2	145
Grade 2	123	8	131	135	6	141
Grade 3	104	15	119	105	11	116
Grade 4	88	8	96	112	15	127
Grade 5	117	7	125	140	9	149
	621	63	684	706	44	750

	Greenwood			Sunset Hill		
	Res Student Enroll	OE Student Enroll	Total Student Enroll	Res Student Enroll	OE Student Enroll	Total Student Enroll
Kdgn	132	9	141	84	10	94
Grade 1	80	25	105	73	23	96
Grade 2	76	18	94	73	16	88
Grade 3	91	27	118	87	22	110
Grade 4	86	11	97	71	16	86
Grade 5	104	6	110	80	21	101
	569	96	666	467	108	575

2011-2012 October 1

	All Elementary Schools			Kimberly Lane		
	Res Student Enroll	**OE Student Enroll**	**Total Student Enroll**	Res Student Enroll	OE Student Enroll	Total Student Enroll
Kdgn	**571**	**69**	**640**	65	1	66
Grade 1	**743**	**77**	**820**	120	1	121
Grade 2	**766**	**65**	**831**	154	-	154
Grade 3	**660**	**106**	**766**	120	3	123
Grade 4	**703**	**68**	**771**	144	2	146
Grade 5	**758**	**62**	**820**	146	1	147
	4,201	**447**	**4,648**	749	8	757
	10	***9***	***19***	*(0)*	*(3)*	*(3)*

	Birchview			Oakwood		
	Res Student Enroll	OE Student Enroll	Total Student Enroll	Res Student Enroll	OE Student Enroll	Total Student Enroll
Kdgn	81	9	90	87	5	92
Grade 1	122	4	126	99	2	101
Grade 2	105	13	118	81	5	86
Grade 3	88	21	109	69	9	78
Grade 4	87	13	100	98	4	102
Grade 5	91	19	110	77	3	80
	574	79	653	511	28	539
	(8)	*(7)*	*(15)*	*14*	*(1)*	*13*

	Gleason Lake			Plymouth Creek		
	Res Student Enroll	OE Student Enroll	Total Student Enroll	Res Student Enroll	OE Student Enroll	Total Student Enroll
Kdgn	76	21	97	69	2	71
Grade 1	79	17	96	152	2	154
Grade 2	125	7	132	142	7	149
Grade 3	101	13	114	107	11	118
Grade 4	91	9	100	113	15	128
Grade 5	117	5	122	143	8	151
	589	72	661	726	45	771
	(32)	*9*	*(23)*	*20*	*1*	*21*

	Greenwood			Sunset Hill		
	Res Student Enroll	OE Student Enroll	Total Student Enroll	Res Student Enroll	OE Student Enroll	Total Student Enroll
Kdgn	120	10	130	73	21	94
Grade 1	91	27	118	80	24	104
Grade 2	83	18	101	76	15	91
Grade 3	93	29	122	82	20	102
Grade 4	93	10	103	77	15	92
Grade 5	105	5	110	79	21	100
	585	99	684	467	116	583
	16	*3*	*18*	*(0)*	*8*	*8*

Exhibit III

WAYZATA K-5 PROJECTIONS

K-5 Resident Enrollment Projections 2014-15			
		Housing Start Method	
School/Attendance Area	Cohort Survival	Original	Revised
Birchview	601	587	587
Gleason Lake	571	566	566
Greenwood	797	766	739
Kimberly Lane	782	795	795
Oakwood	502	481	547
Plymouth Creek	867	930	891
Sunset Hill	443	451	451
Sum	4,563		
District Total	4,540	4,576	4,576

Wayzata Public Schools
-Capacity - Class Size Targets

Exhibit IV

	All Elementary Schools			Kimberly Lane			Assumptions	
	Ideal # Sect	Ideal Student Enroll	Ceiling Student Enroll	Ideal # Sect	Ideal Student Enroll	Ceiling Student Enroll	Ideal Student Enroll	Ceiling Student Enroll
Kdgn	34	646	714	5	95	105	19	21
Grade 1	34	714	782	5	105	115	21	23
Grade 2	32	704	768	5	110	120	22	24
Grade 3	31	744	806	5	120	130	24	26
Grade 4	31	806	868	5	130	140	26	28
Grade 5	31	806	868	5	130	140	26	28
	193	4,420	4,806	30	690	750		

	Birchview			Oakwood		
	Ideal # Sect	Ideal Student Enroll	Ceiling Student Enroll	Ideal # Sect	Ideal Student Enroll	Ceiling Student Enroll
Kdgn	5	95	105	4	76	84
Grade 1	5	105	115	4	84	92
Grade 2	4	88	96	4	88	96
Grade 3	4	96	104	3	72	78
Grade 4	4	104	112	3	78	84
Grade 5	4	104	112	3	78	84
	26	592	644	21	476	518

	Gleason Lake			Plymouth Creek		
	Ideal # Sect	Ideal Student Enroll	Ceiling Student Enroll	Ideal # Sect	Ideal Student Enroll	Ceiling Student Enroll
Kdgn	5	95	105	5	95	105
Grade 1	5	105	115	5	105	115
Grade 2	5	110	120	5	110	120
Grade 3	5	120	130	5	120	130
Grade 4	5	130	140	5	130	140
Grade 5	5	130	140	5	130	140
	30	690	750	30	690	750

	Greenwood			Sunset Hill		
	Ideal # Sect	Ideal Student Enroll	Ceiling Student Enroll	Ideal # Sect	Ideal Student Enroll	Ceiling Student Enroll
Kdgn	5	95	105	5	95	105
Grade 1	5	105	115	5	105	115
Grade 2	5	110	120	4	88	96
Grade 3	5	120	130	4	96	104
Grade 4	5	130	140	4	104	112
Grade 5	5	130	140	4	104	112
	30	690	750	26	592	644

Wayzata Public Schools
-Ideal vs Actual Class Use

Exhibit V

Note: This section assumes 2 sections of 1/2 day kindergarten per site

	All Elementary		Birchview		Gleason Lake		Greenwood		Kimberly Lane		Oakwood		Plymouth Creek		Sunset Hill	
	Ideal # Clsrm	11-12 # Clsrm	Ideal # Clsrm	11-12 # Clsrm	Ideal # Clsrm	11-12 # Clsrm	Ideal # Clsrm	11-12 # Clsrm	Ideal # Clsrm	11-12 # Clsrm	Ideal # Clsrm	11-12 # Clsrm	Ideal # Clsrm	11-12 # Clsrm	Ideal # Clsrm	11-12 # Clsrm
K 1/2 day	7	12	1	2	1	1.5	1	1.5	1	2	1	1	1	2	1	2
K open 1/2	0	1	0	0	0	0.5	0	0.5	0	0	0	0	0	0	0	0
Kdgn +	20	11	3	1	3	2	3	4	3	0	2	3	3	0	3	1
Grade 1	34	38	5	6	5	5	5	5	5	6	4	4	5	7	5	5
Grade 2	32	35	4	5	5	6	5	4	5	6	4	4	5	6	4	4
Grade 3	31	32	4	5	5	5	5	5	5	5	3	3	5	5	4	4
Grade 4	31	31	4	4	5	4	5	4	5	6	3	4	5	5	4	4
Grade 5	31	31	4	4	5	5	5	4	5	5	3	3	5	6	4	4
Music/Art	14	14	2	2	2	2	2	2	2	2	2	2	2	2	2	2
Media/Gym	14	14	2	2	2	2	2	2	2	2	2	2	2	2	2	2
Computer	7	7	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Total	221	226	30	32	34	34	34	33	34	35	25	27	34	36	30	29

Note: This section limits all day kindergarten to a minimum of 1 section per site

	All Elementary		Birchview		Gleason Lake		Greenwood		Kimberly Lane		Oakwood		Plymouth Creek		Sunset Hill	
	Ideal # Clsrm	11-12 # Clsrm	Ideal # Clsrm	11-12 # Clsrm	Ideal # Clsrm	11-12 # Clsrm	Ideal # Clsrm	11-12 # Clsrm	Ideal # Clsrm	11-12 # Clsrm	Ideal # Clsrm	11-12 # Clsrm	Ideal # Clsrm	11-12 # Clsrm	Ideal # Clsrm	11-12 # Clsrm
K 1/2 day	13.5	12	2	2	2	1.5	2	1.5	2	2	1.5	1	2	2	2	2
K open 1/2	0.5	1	0	0	0	0.5	0	0.5	0	0	0.5	0	0	0	0	0
Kdgn +	7	11	1	1	1	2	1	4	1	0	1	3	1	0	1	1
Grade 1	34	38	5	6	5	5	5	5	5	6	4	4	5	7	5	5
Grade 2	32	35	4	5	5	6	5	4	5	6	4	4	5	6	4	4
Grade 3	31	32	4	5	5	5	5	5	5	5	3	3	5	5	4	4
Grade 4	31	31	4	4	5	4	5	4	5	6	3	4	5	5	4	4
Grade 5	31	31	4	4	5	5	5	4	5	5	3	3	5	6	4	4
Music/Art	14	14	2	2	2	2	2	2	2	2	2	2	2	2	2	2
Media/Gym	14	14	2	2	2	2	2	2	2	2	2	2	2	2	2	2
Computer	7	7	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Total	215	226	29	32	33	34	33	33	33	35	25	27	33	36	29	29

Agenda Item 6

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Special Work Session – October 17, 2011

AGENDA SECTION: 6. ADJOURN

ITEM:

COMMENTS BY: Board Chair Gleason

If there is no additional business before the School Board, the Chair will adjourn the meeting.