

MEETING MINUTES
Park City School District Education Master Plan
Steering Committee Workshop #6
March 12, 2019
5:30 – 7:30 PM

Meeting Objectives:

- To review and understand the direction of the process to date
- To review and provide input on the draft criteria from the Task Force process and identify how the criteria can be used to evaluate options.
- To identify additional evaluation criteria.

#	Description	Action by
1	<p>Superintendent Status Update</p> <ol style="list-style-type: none"> 1. Identified the goal of the Future of Learning process to produce a community-based education vision and a proposed system to deliver on that vision. 2. Reviewed that the goal of the master plan is to meet the needs of future Park City learners by focusing on quality education first instead of letting facilities drive the approach 3. Identified the Superintendent’s role to implement the community’s vision <ol style="list-style-type: none"> a. To this point that has meant listening both as a part of the process and beyond b. Summarized what she has heard <ol style="list-style-type: none"> i. Learner-centered experiences ii. Positive healthy schools iii. Relationship are nurtured and cultivated iv. Meaningful engagements v. Flexible, adaptable spaces vi. A commitment to inclusivity c. Summarized her observations <ol style="list-style-type: none"> i. Aligns with PCSD mission and vision ii. Consistent with best practices around the country iii. Reflects the unique aspects of Park City iv. Are implementable and achievable d. Reviewed next steps <ol style="list-style-type: none"> i. Polling for feedback on common themes ii. Meeting with community to get input on themes iii. Discuss plan for implementing this community-driven educational vision 	
2	<p>Educational Specification Update</p> <ol style="list-style-type: none"> 1. Reviewed the attendees list from the Learning Leaders (LL) Forums (these only represented those who signed in) 2. Reviewed the images that the LL Forum members selected that they felt represented the Guiding Principles <ol style="list-style-type: none"> a. Showed which of these images were selected twice, three times and four times and the alignment that the members have around what types of spaces represent the educational vision 3. Reviewed the themes that were identified from this exercise which were also confirmed by the LL Forum Members <ol style="list-style-type: none"> a. Variety of settings b. Students actively engaged c. Hands on learning d. People working together e. Outdoor learning 	
3	<p>Introductions and process update</p> <ol style="list-style-type: none"> 1. Reviewed Meeting Norms and Steering Committee Roles 2. Broke up into Task Force Groups and remaining members stayed to review draft criteria 	
4	<p>Draft Criteria Review</p> <ol style="list-style-type: none"> 1. Steering Committee reviewed final, prioritized criteria from task force process <ol style="list-style-type: none"> a. School/Class Size 	



	<ul style="list-style-type: none">i. Treat current PCSD guidelines as a maximum<ul style="list-style-type: none">1. Need to explain how this number is evaluated by PCSD currently and why class size in the room is different from the expectation2. Need to communicate what that looks likeii. Add classrooms as enrollment grows<ul style="list-style-type: none">1. Need to also considering increasing flexibility and adjusting current spaces as another avenue to address class/school sizeiii. Invest in smaller class sizes<ul style="list-style-type: none">1. May be better described as invest in maintaining current small class sizesiv. Goals for schools/learning communities<ul style="list-style-type: none">1. Elementary - 300-5002. Secondary - 1000<ul style="list-style-type: none">a. Define secondaryb. Some of the current schools already exceed these recommendationsv. General comments<ul style="list-style-type: none">1. Smaller classes across the board (by grade levels)2. We need to know the why behind these criteria so they are result based <p>b. School Location</p> <ul style="list-style-type: none">i. Site meets educational needs<ul style="list-style-type: none">1. Clarify if this includes wellbeing of students2. Education should capitalize on the site resourcesii. Increase geographical proximity to school populationiii. Provides for convenient student and parental accessiv. Minimizes impact on trafficv. Has access to, or space for, community resourcesvi. Enables transportation opportunities (biking, walking, bus routes, etc.)vii. Promotes student and community health<ul style="list-style-type: none">1. This is an all-inclusive criteria2. Clarify intent - connectedness? Wellness? <p>2. Steering Committee reviewed preliminary draft criteria from task force process</p> <ul style="list-style-type: none">a. TMJH Future Use<ul style="list-style-type: none">i. Ensures physical and environmental safety<ul style="list-style-type: none">1. Consider making this #3 in priority2. There should to be communication about TMJH that addresses community opinion of the building/siteii. Costs of improvements are fiscally responsibleiii. Capitalizes on existing building/site asset<ul style="list-style-type: none">1. Consider making this should be #1 in priorityiv. Provides for well-being of occupants - mental and physicalv. General comments<ul style="list-style-type: none">1. Community connection is also important (it was confirmed that the updated criteria would address this)b. Kearns Campus<ul style="list-style-type: none">i. Maintains/improves community centered campus atmosphereii. Ensures safe and efficient traffic patternsiii. Provides for pedestrian/bicycle safetyiv. Reduces traffic congestion on Kearnsv. Ensures connectivity between buildingsvi. Ensures flexibility of spaces<ul style="list-style-type: none">1. Requested clarification of intentvii. Supports community partnerships<ul style="list-style-type: none">1. Consider combining with the three prior bullets to clarifyviii. General comments<ul style="list-style-type: none">1. Consider reviewing the use of all facilities on the campus2. Consider land use of the campus as a whole, optimizing for education while also considering other factors (parking, sports)c. Grade Alignment	
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	<ul style="list-style-type: none"> i. What is best for kids and their education ii. Supported with research and data iii. Mindful of transitions iv. Mindful of developmental stages v. Minimize travel vi. Vertical alignment vii. Flexible to accommodate current and future programs d. General comments <ul style="list-style-type: none"> i. Need to map all criteria to the guiding principles ii. Any adjustments should be vetted with the task forces to finalize 	
6	<p>Summary of what was accomplished today and next steps</p> <ol style="list-style-type: none"> 1. The Steering Committee indicated that the next phase of the process must focus on additional community outreach and education concerning the options and priorities. <ol style="list-style-type: none"> a. The steering committee suggested the creation of a marketing plan and consider using the following vehicles for communication <ol style="list-style-type: none"> i. Take out ads in the paper (front page, above the fold) and radio. (Not in the education section.) ii. It was suggested that info be communicated at soccer, lacrosse games, etc. iii. Whole Foods, in drop off lines iv. Faith communities – Saint Mary’s after Mass, Synagogues and others v. At the schools vi. At public locations like post office, library, etc. vii. Realtors are another captive audience. Meet with large brokerages, attend their regularly scheduled meetings and ask them to email their associates. viii. Talk to Rotary Clubs, Chamber of Commerce, Park City Women’s Business Network. ix. Put together a marketing plan; write articles, editorials, purchase ads, provide video clips. x. Utilize the schools’ text systems to communicate with parents xi. Park City Follies is coming up xii. Big community activities (putting options out not advertising for meetings) xiii. Realtors have a breakfast or lunch every month or two-captive audience xiv. Rotary clubs xv. PC Women in Business group meetings xvi. Short videos b. Clarify who the spokespeople will be <ol style="list-style-type: none"> i. Need to have rationale for options ii. Need to know options comprehensively iii. Need to answer: <ol style="list-style-type: none"> 1. When is the bond? 2. What are the options? 3. Who will see them? 4. Who will explain them? c. It is incumbent upon all members of the Steering Committee as community members to get the word out to the community, clubs and media outlets. 	