



Comprehensive Planning Committee

MEETING MINUTES

Date of Meeting:	June 13, 2025
Location:	Boardroom, JSSC, 2407 LaPorte Ave
Time:	7:30 – 9:00 a.m.

In Attendance

- Traci Gile – Lead Asst. Supt., Co-chair
- Dave Montoya – Facilities/Operations
- Conor Duffy - BOE
- Scott Schoenbauer - BOE
- Sandra Martinez Gurrola - LCE
- Erin Coy – Integrated Services
- Krista Campbell - PEA
- Joni Baker - ACE
- Kristin Stolte - PASE
- Kirk Samples – Principal, Elementary
- Brian Carnahan – District Architect
- Carey Christensen – Principal, High School
- Starr Hill – Principal – Alternative/K-12
- Kayla Garlow – Parent, FCHS Feeder
- Sarah Everley – Parent, FRHS Feeder
- Nikki Scalia – Parent, PHS Feeder
- Megan Kaliczak Edler – Parent, RMHS Feeder
- Brett Hanson – Parent, TMHS Feeder
- Brittany Pearce – Community Member
- Tara Hatfield-Ramirez – Community Member
- Sonja Ballstadt – Admin. Assistant

Absent:

- Jessica Roper - Parent, WMHS Feeder
- Brian Gustafson - Finance
- Amanda Penley - Community Member

Special Guests from Information Technology (IT):

- Bud Hunt – Chief Technology Officer
- Sarah Siple – Dir. IT Software Dev. & Support
- Matt Mike – IT Data Analyst II
- Ryan Kennedy – IT Data Analyst II
- Jackson Schrupp – IT Data Analyst I

Context/Intent of Committee

- Exists to support the district's long-range facilities planning efforts.
- A standing committee that will continually monitor and evaluate facility utilization, boundaries, and the possible need for new school facilities or large-scale renovations in the future.
- To study and evaluate how facilities are utilized in PSD and propose recommendations for effective and efficient plans for the future.

Desired Outcomes

- Alignment on data for current and future enrollment.
- Evaluation of current and future utilization.
- Factors that would define when a change to facility utilization may be warranted.
- Agreement on relevant facts.
- A process for designing and supporting a committee recommendation.

Agenda & Meeting Notes

Check-In:

- **Co-chair Selection:**
 - Brett Hanson was selected as co-chair by lottery.

Committee Agreements:

- Focus on enrollment trends, data clarity, confidentiality, and open communication.

Enrollment Projections:

- [Link to slide deck.](#)
 - Process involves collaboration, analysis of October numbers, and various models.
 - Influences include construction timelines, housing costs, and state funding.

Discussion Points:

- Birth rates, school choice data, long-term projections, charter schools, GIS mapping, and affordable housing.

Future Considerations:

- Affordable housing collaboration, accuracy of projections, additional school programs, and equitable services.
 - ***Additional topics/requests to go more in-depth for future meetings:***
 1. Master Plan Matrix - is there a more current one than from 2007? Facility utilization/characteristics.
 2. Geographically - red areas, less red area, represent geographically?
 3. Impacts on programming.

4. Path to take? Closures to balance red areas?
5. Understand student to teacher ratio. What is ideal?

Next Meeting Agenda and Dates (council):

- Proposed dates: Mondays 7:30 – 9:00 a.m.
 - 8/25, 10/13, 12/8, 2/2, 4/6, 6/8 - agreed upon by committee members.

Next Steps:

- Review five-year projections, prepare for the next meeting, and reflect on current meeting.

Comprehensive Planning Committee Meeting Dates

Date	Time
April 7, 2025	7:30 – 9:00 a.m.
June 13, 2025	7:30 – 9:00 a.m.
August 25, 2025	7:30 - 9:00 a.m.
October 13, 2025	7:30 - 9:00 a.m.
December 8, 2025	7:30 - 9:00 a.m.
February 2, 2026	7:30 - 9:00 a.m.
April 6, 2026	7:30 - 9:00 a.m.
June 8, 2026	7:30 - 9:00 a.m.

Meeting adjourned at 9:00 a.m.

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