

**Meeting Minutes:** Planning Committee – District Office Board Room**Date/Time:** August 15, 2023 – 7:30 a.m.**Start:** 7:30 a.m.**End:** 7:50 a.m.**Committee Members Present:** Jim Johnson, Melissa Burkland, Seth Holden, and Tracie Newman (Remote)**Committee Members Absent:** Greg Clark**Board Members Present:****Staff Members Present:** Tara Brandner, Missy Eidsness, Dr. Rupak Gandhi, Dr. Robert Grosz, and Bill Westrick**Guests:** James Hand**Recorder:** Amy Patterson

Agenda Item	Discussion – Conclusion	Recommendations/Actions
<b>Approval of Meeting Minutes</b>	The Committee reviewed and approved the minutes of the July 18, 2023, meeting.	Minutes will be posted on the Board's section of the public website.
<b>Work Session Agenda Review</b>	<p>The Board will have a Work Session on August 29, 2023, to work through the process of Long-Range Facility Planning and to get Board input. James Hand handed out a rough agenda and discussion was had on the agenda as laid out. The importance of staying on topic, asking questions, and requesting information and data ahead of time to make the work session more productive was discussed. This work session will not focus on working with consultants on individual topics, it will be about working on what is on the table and what is not on the table.</p> <p>The purpose of the work session is to work with the Board and Cooperative Strategies to prepare each party for the process, starting with the timeline. The Board Work Session will focus on:</p> <ul style="list-style-type: none"> <li>• Breakdown of the timeline – when the Board is involved and their role.</li> <li>• Community Engagement – how we intend to engage the whole community.</li> <li>• Navigating the bond issue.</li> <li>• Alignment of the District Strategic Plan.</li> <li>• Board Input: <ul style="list-style-type: none"> <li>○ Elaborate on why they are doing a Long-Range Facility Plan</li> <li>○ Discussion about what is “on the table and what is “off” the table</li> <li>○ Anticipated challenges they foresee</li> </ul> </li> </ul> <p>Dr. Tracie Newman reiterated the importance of preparation before the work session. Everyone needs to refresh and prepare before the work session. Discussion was had on ensuring that all members of the Board are prepared for the meeting. Everyone should review the Guiding Principles before the meeting. It was noted that if any financial data or Building Authority information is needed, it should be requested and digested ahead of the work session.</p> <p>Committee discussion was had on potential data or research that may be helpful. Discussion was had on research on class sizes and the fact that definitive research would be better than just “smaller is better.”</p>	The Board will prepare for the Work Session.

Agenda Item	Discussion – Conclusion	Recommendations/Actions
	<p>It was suggested that if you are going to bring a topic, you should do the research and share it with the Board ahead of time.</p> <p>Dr. Rupak Gandhi stated that he told the consultants that the only non-negotiable is that going forward any new building must have gender neutral restrooms. This is the time to have conversations about all the things we have been talking about for years, but then they never move.</p>	
<b>Future Meetings</b>	Committee discussion was had on the scheduling of regular meetings going forward. Discussion was had on having regular meetings on the third Tuesday of each month at 7:30 a.m. Consensus was that this will work for everyone. Planning Committee meetings will be scheduled as such.	<b>Planning Committee will meet the third Tuesday of each month at 7:30 a.m.</b>
<b>Next Meeting: September 19, 2023 at 7:30 a.m.</b>		