

Facilitators: David VanderYacht, Superintendent and Ashley McClaran, OAC Services

Attendance: 23 attendees present

Meeting Objectives:

- Review the history of capital facilities planning.
- Outline the process.
- Introduce the team.
- Establish a foundation for the work.
- Understand the facilities timeline.

1. Capital facilities planning history and charge of the Bond Planning Task Force (BPTF)

- Reviewed timeline of capital facilities planning, back as far as 2013 State Study and Survey.
- Outlined the work ahead for this group and the role it plays in the larger planning effort.
- Reviewed intended meeting agendas with the understanding that they will likely develop over time as we hear questions and get direction from the group.
- Provided direction that through the course of this work, the BPTF will review data on facilities, hear from district experts, review community input, and develop guiding principles that inform a recommendation to the School Board of Directors. This recommendation will identify project priorities, timing and suggested dollar amount of a potential future voting measure.

2. Welcome and Task Force member introductions.

- Introduction of Ashley McClaran, third-party facilitator and K-12 facilities planning expert by Superintendent David VandeYacht.
- Took part in a team introduction exercise that identified each member and what drives them to participate.
- Demonstrated that membership includes students, teachers, community members, school principals and administrators who all bring different knowledge and talents to the task force.

3. Establish the foundation for the work.

- Group Norms Exercise: A “dot” voting exercise in small working groups recognized the set of agreements the group shares on how the group will function.
- Charter Development: A Charter is a statement of power that defines its function, rights, and obligations. The Task Force worked in small groups to develop a charter by answering the following questions:
 - What is this group empowered to deliver?
 - Why is this work important?
 - What are the key elements of this work? What do we need to fulfill our obligations?
 - How do we need this process to function for the highest level of engagement?
- Guiding Principles Exercise: Guiding principles are fundamental beliefs that provide the foundation for decision making needed to guide the Task Force to their recommendations. The Task Force worked in small groups to identify the top priorities among many of these principles that will ultimately provide the framework for prioritization later in the work.

4. Facilities Timeline

- Review the facilities timeline to get a high-level understanding of the age of each facility and the effect that might have on building condition and learning environments.
- Lynden School District has been good stewards of its facilities, maintaining their learning environments well after their anticipated life-span.

5. Next Meeting – April 18, 2023 from 5:30-7:30PM