



West Central Area Schools

Task Force Committee Meeting Minutes

- **Meeting No. 2 – What should be the District's Area of Priority at the Existing Facilities**

- Meeting Date: November 20, 2024, 6pm – 8pm
- Attendees: See attached sign-in list for Task Force Members and School Board Members in attendance
- Brief Introductions: The task force meeting opened, and all task force members briefly introduced themselves to the group, providing their name and some background information about themselves.
- Mentimeter Survey Software: As part of this task force meeting, Widseth would be using the online software Mentimeter to gather input from the group and survey their opinions. Lindsey provided the information to the group so they could access the program through their phones. Once everyone had access, several ice-breaker questions were posed to the group to make sure it would work for everyone.
- Brief Review of Previous Meeting Minutes: Lindsey presented to the group where the task force information was available on the District's website. Brent indicated that at the start of each task force meeting, we'll quickly revisit the minutes from the previous meeting. If there are any additions or revisions needed to the minutes, they will be revised and reposted on the website. No comments were made about the minutes from Task Force Meeting No. 1.
- Meeting Agenda: Brent gave an overview of the intent for this meeting. The focus was going to be solely on the existing facilities and the level of improvements indicated in the facility assessment. The desired outcome for the meeting would be sense of what the group feels the priorities should be for existing facilities. Brent indicated that the next task force meeting would look at alternatives to focusing solely on the existing facilities.
- Discussions from Task Force Members following Site Tours: The Task Force Group was asked to provide their feedback on the site tours. The responses provided are shown on the included attachments.
- Discuss Facility Assessment Studies and Focus Group Summaries: The Task Force Group was asked to provide their feedback on the facility assessments and focus group summaries. The responses provided are shown on the included attachments.
- Task Force Members feedback on priorities at the existing facilities: For each of the three buildings, Widseth presented a list of priorities that the group would be polled on to gauge what they felt were the priorities. Brent gave brief overviews of each item. Items were those presented earlier in the year to the School Board. The Task Force Group was asked to vote for "other" if they felt there were other items that should be included. For South Elementary,

votes for “other” were provided with the focus on the kitchen/cafeteria area. For the Secondary School, votes for “other” were provided with the focus on the fitness area. Following this exercise for each building, the group indicated that they would like to see the costs for each of the items because many felt all of the items should be high priority. The results of the voting are shown on the included attachments.

- Future Task Force Meeting Schedule: The schedule for task force meetings 3-6 were determined as indicated.
 - Task Force Meeting No. 3: December 18, 2024, 6pm-8pm
 - Task Force Meeting No. 4: January 8, 2025, 6pm-8pm
 - Task Force Meeting No. 5: January 22, 2025, 6pm-8pm
 - Task Force Meeting No. 6: February 3, 2025, 6pm-8pm

It was noted that if a meeting needs to be canceled due to weather, we'll plan on meeting at the next scheduled date in the list above.

- Homework Assignments
 - Task Force Member: The next task force meeting is going to look at other options beyond just the existing facilities. The group was asked to begin thinking of alternatives that could be discussed with the group.
 - Widseth: Meeting minutes will be prepared and posted on the District's website. Widseth will prepare estimates for the existing facility priority list discussed during this meeting.

It is your responsibility to read these minutes in their entirety. This report is assumed to be true and accurate unless notification to contrary is received at the following meeting.