# WJMS Accountability Minutes

**September 2019**

*Date | 9/9/2019 | Meeting called to order by Sara Gilloth*

## In Attendance

<table>
<thead>
<tr>
<th>Kate Broyles</th>
<th>Salesa Hancock</th>
<th>John Seavers</th>
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<tbody>
<tr>
<td>Sharon Burger</td>
<td>Dan Keane</td>
<td>Andrea Wardell</td>
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<td>Sara Gilloth</td>
<td>Sara Miller</td>
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<tr>
<td>Kim Halingstad</td>
<td>Aimee Pless</td>
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## Approval of Minutes

As this was the first meeting of the school year, there were not previous minutes to approve. Last year’s minutes are posted on the school website on the [School Accountability Committee](#) page.

## Principal’s Report

Kim Halingstad gave the principal’s report. Our enrollment was projected to be 572 for the 2019-2020 school year; as of September 9th, 574 students were enrolled. An official number will be available after the count on October 2nd.

### Safety and Security

All Advise classes reviewed [Standard Response Protocol](#) during the first week of school; teachers went over where the safe locations are in their classroom every class period on the first full day of school. West Jeff administration has already met with Bill Robbins, the district emergency manager, and the school will have a scheduled lockdown drill on Tuesday, September 17th, which will be communicated to families the week beforehand. Expected security improvements from the 2018 bond passed by voters include more security cameras, more secure exterior doors, and security glass in the front entry. It is hoped that Jeff Pierson, the district’s director of Safe School Environments, is able to speak with the Accountability committee this school year.

## Staff Updates

There are several new additions and changes within our staff:

- Dr. Britni Dawson-Giles, social worker;
- Sarah Dignan, art teacher;
- Kelly Grall, speech-language pathologist;
- Mitch Hahn, Composition, Yearbook, and 6th grade English/Language Arts;
- Marie Hughes, learning specialist;
- Dan Keane, counselor;
- Jen Knolmayer, speech-language pathologist;
- Jen Nickerson, 7th grade English/Language Arts and social studies;
- Jessica Popejoy, PE teacher;
- Tricia Samuelson, assistant principal;
- Dawn Wheeler, 6th grade math and science;
- Amanda Woods, 7th grade social studies;
- Jennifer Hodges, returning to West Jeff Middle for 8th grade math; and
- Becky Myers, changing subjects from math to 6th grade social studies and a GT elective.
Key Goals for the 2019-2020 School Year

The school will be focusing its work this year in three areas:

- **Responsive Instruction** – using formal and informal data to focus our instruction on academic and affective student needs, adjusting instruction as we learn more about our students;
- **School Culture** – creating and elevating a more positive culture for the entire school community, utilizing a pride matrix, improving family engagement, and communication; and
- **Instructional Technology** – using technology to improve student learning and communication, increase access to learning outside of school.

Part of our instructional technology work is a revised personal device policy, which was communicated to students and families at the start of the year. The new [Away for the Day](#) practice has been going well.

The school is close to 1:1 for Chromebooks; as of the meeting, the school has 497 Chromebooks and 574 students. Next year’s incoming 6th grade class will have their own Chromebooks as part of [TechForEd](#), the district’s four-year plan to create technology-enabled classrooms in fifth through twelfth grades.

**Design Advisory Group**

As bond improvements will allow for some improvements, a mini Design Advisory Group will be formed to provide input. The group will be comprised of the principal, facility manager Jeff Tourtel, a few teachers, and a few family members or community stakeholders. Members of the group must attend every meeting; the first meeting is scheduled for September 17th.

**New Business**

**School Garden**

Plans are underway for a school/community garden to start in spring 2020. Anyone interested in participating or supporting the project may contact Kate Broyles.

**Open Forum**

There is an open part-time paraprofessional and full-time paraeducator positions at the school. To learn more about the positions or to apply for one, please go to the district’s [Careers](#) page and search for “West Jefferson Middle.”

Meeting adjourned at 3:29.

**Next Meeting**

Date: 10/14/2019

Time: 2:35

Location: WJMS Library