Date 10/14/2019 | Meeting called to order by Sara Gilloth

In Attendance

Amy Born  Salesa Hancock  John Seever
Kate Broyles  Kim Halingstad  Glenn Van Airsdale
Sara Gilloth  Mya Sapien

Approval of Minutes

The September minutes were posted on the school website and distributed to staff via e-mail. A motion was made, seconded, and passed to accept the minutes without revision.

Principal’s Report

Kim Halingstad gave the principal’s report. She brought copies of 2018-2019 CMAS data, which is publicly available on the Jeffco Public Schools website.

We get two kinds of information from CMAS data: achievement and growth. Achievement is a point in time measure of a student’s proficiency. In 2018-2019 CMAS testing, our students met expectations on math and exceeded expectations on English/Language Arts (ELA). Growth is a measure of progress between two points in time and generally provides us with more specific information. In 2018-2019 testing, not all students showed that they had reached a year’s growth in a year’s time, particularly for math. We were close on ELA, with more of a gap in growth for students that receive free/reduced lunch or have an Individual Education Plan (IEP). The district overall is seeing a slight downward trend in growth.

What does this mean for us? We are seeing expected amounts of growth in most students in our school. What we aren’t seeing are students with Advanced Learning Plans (ALPs) or IEPs showing as much growth as we should.

Potential causes of why our overall growth has been lower than expected:

- Inconsistent alignment of instructional planning and practice
- Inconsistent use of data plan to adjust instruction (differentiation)
- Need to improve development of numerical fluency and number sense
- Need to build strong student learning behaviors: perseverance through difficult tasks, stamina, independent work practice, student accountability, executive function, etc.
- Students have been focused on collaboration assignments but having some difficulty on independent tasks

This informs our draft 2019-2020 Unified Improvement Plan (UIP) goals to focus on increasing overall growth, increasing our median growth percentile in math, setting specific targets for students with ALPs or IEPs, and a process target for alignment of instructional planning and practice within content departments.
What are we doing to improve our student growth? We have switched to department planning with a weekly meeting that focuses on common instructional goal, assessment, and data analysis using the Jeffco Deeper Learning Model. Teachers have completed modules of professional learning on expectations, learning behaviors/executive functioning, rigor/deeper learning, formative assessment & differentiation. Our math department is participating in a learning lab cycle to transform their instructional math practices to facilitate critical thinking and reasoning (2 years, 4 cycles, 1 planning day). Assessment design will include more items similar to what students may see on standardized assessments. We are planning for WIN (What I Need) rotations during Advise for the rest of the year.

A parent asked about finding homework to ensure student is doing homework and getting review at home. Assignments should be findable in the gradebook on Infinite Campus with additional material on the teacher website. Teachers working to get more online consistency in those areas.

Another parent concern is about curriculum consistency between teachers. We are working to establish more consistency. The current system makes it hard for parents and students to develop more independent habits (executive function) and students need to get ready for more independence in high school.

It was suggested that Advise could be used to work on study skills across all grades.

New Business

Off-Site Field Trip Supervision Policy
Families have expressed concerns to the school about how supervision is managed for off-site field trips. The policy is to have two staff members on each bus and move students as needed to minimize difficulty. Administration will ensure going forward that staff are positioned throughout the bus and cognizant about where to place various groups of students. Two family suggestions are to provide a printed packet with guidance for chaperones about how to handle potential situations and to reconsider the ratio of staff to students.

Open Forum
There are two part-time kitchen positions and a full-time paraeducator position open at the school. To learn more about the positions or to apply, please go to the district’s Careers page and search for “West Jefferson Middle.”

Meeting adjourned at 3:29.

Next Meeting
Date: 11/11/2019
Time: 2:35
Location: WJMS Library