Date | 2/10/2020 | Meeting called to order by | Sara Gilloth

In Attendance

| Kate Broyles | Kim Halingstad | Tricia Samuelson |
| Steve Cox    | Dan Keane      | Stewart Sapien   |
| Sara Gilloth | Aimee Pless    |                |

Approval of Minutes

The January 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.

2020-2021 Budget and Staffing

A draft of the 2020-2021 school-based budget was submitted the week before the meeting. After the district provides feedback, the school can make changes as needed.

We have a standard carryover of 4% and plans for carryover funds are related to scheduled renovation this summer: décor in the commons and cafeterium, flooring in some classrooms, replacing windows to improve security, and possibly mounted displays in the commons with hard-wired ports to support collaborative work.

The Full-Time Equivalent (FTE) staff positions will be reduced by 1.17 FTE in the 2020-2021 budget. The math intervention specialist position ends this year and the .17 FTE that covers Laura Sarché teaching separate sections of band and orchestra for each grade (six classes to our 1.0 FTE teachers’ five classes) will be applied toward a classroom paraprofessional for instrumental music. An English Language Arts (ELA) teacher position will be eliminated due to overstaffing and that FTE will be realigned to a World Language elective teacher position. The plan is for 7th grade students to have the option of taking World Languages and Cultures and 8th grade students to have the option of taking Spanish I.

Other budget notes:

- The need for at-risk student funding increases each year with 1:1 Chromebooks and Outdoor Lab;
- Increased funds for staff development, science curriculum, and library media;
- Each teacher will be given $200 for their own classroom to use as they wish; and
- Implementation of PaperCut print management software has significantly reduced copying costs.

We anticipate hiring for four positions: a 6th grade math position to replace a teacher that is moving out of the area, two positions that were temporary hires for the 2019-2020 year (a 6th grade math and social studies position and an academic intervention position; the teachers in those positions this year may reapply through a competitive interview process), and a World Language elective position.
New Business

20D20-2021 Student Fees

Expected student fees for the upcoming school year are consistent with the fees for the current year. There will be a new $50 technology fee for sixth grade next year. Families experiencing financial hardship may work with the school to arrange a payment plan; financial secretary Debbie Jessee works with families on that.

2020-2021 SAC Chair/Co-Chair

Sara Gilloth’s term as School Accountability Committee chair ends in May. Nominations and self-nominations are open for the next chair and/or co-chairs. Voting will take place at the April meeting.

Old Business

UIP Update

We are hopeful to see improved math growth as students whose MAP testing scores indicated low growth and/or low achievement students have been targeted to receive intervention if they have already received intervention and support. We have been identifying other patterns on testing for students that could likely benefit from intervention. Students seem to really enjoy the added help.

Open Forum

There is one part-time kitchen 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.”

It was agreed by consensus to not hold an Accountability meeting in May unless the need arises.

The date for 8th grade continuation has been adjusted to Wednesday, May 20th. This change is reflected on the school’s calendar and family handbook on the school website.

We have had fewer behavioral reports this year since implementing the “Away for the Day” personal device policy.

We are continuing to develop the Gifted & Talented elective taken one each year by students with Advanced Learning Plans (ALPs). All ALP goals are up to date, in line with the annual ALP lifecycle.

Meeting adjourned at 3:30.

Next Meeting

The March 9, 2020 meeting was canceled due to a lack of agenda items.

Date: 4/13/2020
Time: 2:35
Location: WJMS Library