

WJMS ACCOUNTABILITY MINUTES

October 2021

Date | 10/18/2021 | *Meeting called to order by* Kate Broyles and John SeEVERS

In Attendance

Kate Broyles	Melissa Gutierrez	John SeEVERS
Elizabeth Claflin	Kim Halingsstad	

Approval of Minutes

The September 2021 minutes were published to the school website on September 15th.

Principal's Report

Kim Halingsstad gave the principal's report.

2021-2022 Enrollment

Our enrollment on October Count Day was 497 students, which is significantly lower than we would like. Our estimated enrollment on the 2021-2022 budget was 545 students.

Most of the decline has been due to families moving away, with a small number to families choosing educational options other than public school. We also lost some enrollment to districts in Park County, which has different public health guidelines for its schools than Jefferson County, and the bus driver shortage in Jeffco has eliminated the previous option for families that live out of district to connect to buses at out-of-district transfer points.

2021-2022 Budget and Staffing

Our school did advance planning expecting a decline in enrollment and moved more funding than usual to contingency for the 2021-2022 school year. The school is allowed to keep rollover money, so we can pay back the difference between the per-pupil funding received based on our enrollment estimate and our actual count. The incoming 6th grade class (for the 2022-2023 school year) will be slightly larger than this year's 6th grade class.

There is concern of a future reduction in staff if enrollment numbers remain low; it is not known if anyone plans on retiring this year, which would ease the reduction by attrition.

The Significant Support Needs (SSN) center teacher and a paraeducator in the SSN center program have resigned since the start of the school year, so we have been covering with licensed staff while the position remains open.

It was asked if the open paraeducator and paraprofessional positions at our school are district-funded. (There are a small number of paraprofessional positions in the school budget.) Mostly yes.

Student Adjustment to In-Person Learning

We have seen some issues with students remembering collaboration skills, which includes behaviors we more commonly see at the end of a school year. Staff have done a lot of re-norming around appropriate school behaviors. This may be a good idea to address via a family program/event. An attendee said their high school student said their school feels like there are three freshmen classes since remote learning impacted school culture building.

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New Business

Unified Improvement Plan (UIP)

The due date for schools to submit their 2021-2022 [Unified Improvement Plan](#) (UIP) was moved to late October where in past years it was in December, so our school's UIP has already been submitted for this year. [A summary will be provided for the minutes; it was not yet available at the time the minutes were published. -mg]

Since the submission deadline was earlier for this year, the committee would like to support administration in their preparation for the 2022-2023 UIP by focusing this year on providing material for administration to use for next year's plan.

Our 2021-2022 UIP goals include working on fully implementing a systemic [Multi-Tiered System of Supports](#) (MTSS) process and improving our professional learning communities (PLC) process with teacher training and supporting better instructional practices:

Making our Multi-Tiered System of Supports (MTSS) process more systemic will help identify additional support needs for students more quickly into school year. It was asked how this might overlap with Individualized Education Program (IEP) and similar plans. The MTSS has a very similar identification process but identifies students with additional needs that would not otherwise qualify for an IEP. We are following the district strategy on implementing the MTSS process.

Improving our professional learning communities (PLC) will be a shift from reacting to past years' scores in planning teacher training (e.g. math one year, reading the next year) to building a more holistic approach to improving instructional practices.

Upcoming Meetings

It was agreed to not use the tentative meeting dates in December 2021 and May 2002. Kate will chair the February 2022 meeting as John will be out of town.

Meeting adjourned at 2:58 pm.

Next Meeting

Date: 11/8/2021

Time: 2:45 pm

Location: WJMS / Zoom