

WJMS ACCOUNTABILITY MINUTES

November 2023

Date | 11/27/2023 | *Meeting called to order by* Christopher Bauer

In Attendance

Christopher Bauer	Melissa Gutierrez	Dominique Prizgint
Susan Bergkamp	Kim Halingstad	JP Squires
Sharon Burger	Richard Kalasky	

Introductions and New Business

The attendees briefly introduced themselves and their relationship to the school as staff, parent, or community member. Richard Kalasky, our articulation area representative to the District Accountability Committee, was a guest at the meeting.

The October 2023 minutes, a draft of which was made available the day after the meeting, were briefly reviewed for acceptance. A motion was made, seconded, and passed to accept the October 2023 minutes into record.

Principal's Report

Kim Halingstad gave the principal's report.

Administration Change

Tricia Samuelson Holmes, who had been on medical leave for much of this school year, announced her resignation earlier this month. A community letter was sent out via SchoolMessenger at the end of the day on Friday, November 17. We wish her well as she focuses on her health and family.

Open interviews for an interim assistant principal were held last week and our dean of students, JP Squires, was selected to fill the position. The committee briefly reviewed the role of an assistant principal at our school – disciplinary work, scheduling support, and other support for processes in the principal's scope of work. Our school will be posting an opening for a .75 Full-Time Equivalent (FTE) temporary position to teach the two sections of 6th grade social studies. Mr. Squires has been teaching this year.

UIP Update

New metrics to report on our [Unified Improvement Plan](#) (UIP) are not yet available. We have completed fall MAP Growth testing; we do MAP Growth testing three times a year. It was noted that our teachers are continuing to build their skills in incorporating assessment data for faster turnaround to improve instruction.

Security Update

As a significant portion of our area's Community Conversation with the Superintendent in September was about school security, the topic was added to the agenda for this month's meeting. At the event, Superintendent Dorland shared that the district is inventorying individual schools' camera systems to see what is needed where and develop a plan to address needed updates.

Our oldest camera are about 12 years old and the image quality is not what we'd like to see. One older camera that stopped working has already been replaced and it is expected that some of the funds raised with the PTA's Raise Craze fundraiser that is underway will help with the cost of new cameras. It was asked how many cameras we have

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on and around the campus – 33. It was asked how many licenses we have (should be one per camera); that will require follow-up after the meeting. We would like to have more cameras with audio recording capabilities like the cameras on our school buses.

Other security concerns for our school are that our entry is not double-secured – we have one door requiring a release from the office to open when the best practice is to have two doors to create an additional layer to entry – and the continued sharing of a School Resource Officer (SRO) with Conifer High School. We feel that our school benefitted more when we had an SRO shared with Evergreen Middle School.

Middle School Information Night

Our school is holding a Middle School Information Night on Wednesday, December 6. The event is mostly for adult family members of incoming sixth grade students, but students are welcome to attend. The Middle School Kickoff event held in the spring is geared more toward students while the Information Night is more of a Q&A session for prospective families. We have less choice enrollment than schools in the closer suburbs since our school serves a larger geographic area. We do have some students from Park County that choice enroll into our school with plans to matriculate to Conifer High School.

School Budget Priority Items

A short list of questions about the 2024-2025 school budget were on the agenda for this month's meeting. This is usually discussed at the January or February meetings after the next year's budget has been loaded.

Our projected enrollment is expected to go up slightly, but the number of Full-Time Equivalent (FTE) staff is expected to be the same. The Dean of Students position is expected to be eliminated; it was not planned as a long-term position. A copy of the 2023-2024 budget was provided to attendees and is appended at the end of these minutes for reference.

It was asked what the "at risk" budget line is and does. It is a discretionary line that comes from the state for economically disadvantaged students, specifically directed toward K-12 students who are eligible for the free and reduced-price (FRP) lunch program. (There is a detailed explanation of at-risk funding in the article "[Funding for Economically Disadvantaged Students](#)" from the Colorado School Finance Project.) At our school, funds from the at-risk budget line help defray the cost of Outdoor Lab for sixth grade students that cost might be a barrier to participation.

It was asked how our school solicits feedback from the community on budget items they would like to see prioritized. Due to the short turnaround time between the initial draft and approval of the budget, the draft budget is usually presented at a School Accountability Committee meeting prior to being submitted for approval.

It was asked how the IXL program is funded at our school. We are currently in the second of three years paid with [Elementary and Secondary School Emergency Relief \(ESSER\)](#) funds, which many school districts are using to address the learning gap from the 2020 public health closures for COVID-19.

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New Business

School Culture and Climate

Following on the September PTA general meeting discussion about bullying, our school continues to work on aligning activities for the [No Place for Hate](#) program and [Day Without Hate](#) with Conifer High School.

It was asked if we have data that can be shared with the community on general trends in discipline and bullying. Specific numbers are not really available due to [Family Educational Rights and Privacy Act](#) (FERPA) protections. At many schools, we hear a concern about helping student learn to communicate disagreement respectfully. JP Squires has worked with groups of students whose names have come up in peer reports of bullying behaviors and had the school resource officer explain the line between the unkind ways that adolescents may speak among friends and harassment; he is hopeful this may reduce future incidences of reported behavior in their grade cohort.

There has been a recent uptick of reports of students vaping. The volume is not as high as when products first hit the market, but confiscated devices with cartridges containing THC suggests the material is not coming from other classmates. The school can ask the school resource officer to issue a "Minor in Possession" (§ 18-13-122 CRS) ticket in these cases. It was asked if the school has considered having a dog sniff search of lockers. We have not had one in close to a decade, but found it was an effective deterrent to illicit substances being brought onto campus.

Kim Halingstad will collate the school-level survey data received from annual district surveys for the committee to review at a future meeting.

Open Forum

Conifer Christmas Parade

Our school will have a vehicle in the [Conifer Christmas Parade](#) this Saturday. The parade's theme is "Flashback to the 80s" and counselor Dan Keane will be driving a vintage truck with Archie and the student winner of the drawing among the PTA's Raise Craze prizes in the parade.

The meeting adjourned at 5:16 pm.

Next Meeting

Date: 1/22/2024

Time: 4:00 pm

Location: WJMS / Google Meet

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Appendix: 2023-2024 School Budget

General Fund Allocation	\$3,343,426
Salary Budget	\$2,473,420
Benefits Budget	\$754,393
Non-Salary Budget	\$115,613
School Site Leadership	\$3,000
Guidance/Counseling	\$500
Social Emotional Learning	\$100
Total Office Materials/Supplies	\$3,600
General Instruction	\$40,000
SPED Supplies	\$599
Physical Education	\$1,000
Tech Education	\$1,000
English Language Arts	\$600
Mathematics	\$600
Science	\$600
Social Studies	\$600
Total Instructional Materials	\$44,999

Contracted Services	\$1,152
Software Purchase/Lease	\$2,000
Telephone/Radio	\$200
Postage	\$200
Office Equipment	\$2,000
Staff Development	\$1,000
Clinic Supplies	\$1,000
Instructional Technology	\$10,000
Copier Usage	\$15,000
Library Media Materials	\$1,500
Mileage and Travel	\$1,000
At Risk	\$10,000
Contingency	\$21,962
Total Additional Expenses	\$67,014
Total Non-Salary Expenses	\$115,613