

WJMS ACCOUNTABILITY MINUTES

September 2015

Date | 9/14/2015 | Meeting called to order by Sally Kate Tinch

In Attendance

(information not provided)

Accountability Responsibilities

- Advisory Group to the Principal
 - Facilitate State Accountability Process for Accreditation through the CDE Norms
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Membership Requirements

- Membership – attend a majority of meetings in order to vote.
 - Designate a SPAC and DAC Rep will be postponed until October.
 - DAC and SPAC have been separated but the reworking of the organizational structure has not yet been determined by the School Board.
 - Parent Membership – Goal to be an inclusive community
 - How should SAC go about recruiting other parents
 - Invitations are encouraged
 - Increase representation
 - Parent representation for each grade level
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Parent Recruitment

- Welcoming committee to greet new families proposed as one idea.
 - PTA offers the Sunshine Committee this would be helpful to SAC
 - Advertise and Reach out to Community: Facebook; Conifer Area Council; Rotary
 - Sally to create a welcome invite email.
 - Key Strengths of WJMS: Professional Project Based Learning; Staff members
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Meeting Schedule

- Meeting Schedule, publish time, date, meeting location
 - Time Changed to 2:35pm – 4:00-4:30pm, WJMS Library o
 - Information in Colt Chronicle and on Sign in Parking Area and School Website
 - Monthly Meetings from September through May
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School UIP/Urgent Challenges/Major Improvement Strategies

- UIP – Unified Improvement Plan
 - CDE is holding PARCC data until sometime between November through February
 - MAP Test Currently – Tests keep changing
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- UIP Process/Rubric
 - UIP due to state in February 2016
 - WJMS UIP is Due to Achievement Director this semester.
 - PARCC Rubric (Bring for next time)
- WJMS Added 7 th Grade Composition Elective
- Math – Short Constructive Response has been added for students to master.
- Progress Monitoring will Occur Monthly for the WJMS UIP
- Strawman - UIP will be available next month for the committee to review.

Outdoor Lab

- Continue to stress the importance of advertising to parents as early as kindergarten to begin to save and/or sign up for King Soopers Cards early to Pay for Outdoor Lab
 - Outdoor Lab is a Part of the Jeffco Curriculum
 - 17% of WJMS qualify for Free and Reduced Lunch Leaving a \$3300-\$3800 deficit that must come out of the WJMS budget to pay for those who are unable.
 - Donut Fridays – Gone do to state mandates
 - King Soopers Card
- When do we know when the week is? Outdoor Lab Schedules 2 years in advance: Becky lets the elementaries know what week the kids will be going.
 - Can we implement a scholarship?

Bylaws Update

- Changing/Altering
- Membership – Minimal Membership
 - 7 Composition
 - Parent Contingent must be greater than any other group
- Voting Membership – In the event
 - Consensus Model
 - Committee provides Advice to Principal
- Draft ready – for next time
- Board Policy for Discrimination to be presented and added

Counseling Calendar

- Shea & Mary have developed a Monthly Calendar Plan
- Graduation Plan required by the state
- Naviance – Helps kids to narrow career choices
- High school comes over and registers 8th graders
- Warren Tech Field Trip
- Continuation
- Academic/Personal Social/Career Focus
- October 21st – Career Fair at WJMS

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District School Board Update

Board meeting recordings and minutes are available at: <http://www.jeffcopublicschools.org/board/minutes.html>

Open Forum/Public Comment

- Outdoor Lab Open House this weekend.
- Pressing Volunteer Needs
 - Watch Dog Dads
 - Math Classroom Parents – Can Always Use Extra Help
 - Library
 - 6th grade is pushing volunteer help
 - Home Economics
 - Better Way to Coordinate a Volunteer Committee

Next Meeting

Date: 10/12/2015

Time: 2:30pm

Location: WJMS Library

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October 2015

Date | 10/12/2015 | *Meeting called to order by* Sally Kate Tinch

In Attendance

(information not provided)

School Grant Procedures

- Sphero robot was demonstrated using a phone app
 - Classes will be focused on programming first.
 - Mr. Williams received a \$2000 Grant – Through Donors Choose.
 - Fun and exciting project for the kids. Kids are really enjoying the Robotics Class.
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Current Challenges & Improvement Strategies

- Handouts: UIP Goal Writing, Rubric
 - 6th Grade - Organization of writing is needed. Not writing to the prompts. Not explaining evidence, provided lists. 6th Grade Teachers will be focusing
 - 7th Grade – Lack of citation of sources, analysis, compare and contrast. Mention of counter claims but not well developed.
 - 8th Grade – Analysis, counterclaims and development.
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Safety Issue Updates

- Every year the administration works with various departments to assess the safety of drop-off and pick-up.
 - Unfortunately, there are not options to pursue to make the parking lot and drop-off/pick-up safe.
 - Parents must partner with us to ensure that their children are dropped off at the front and take all precautions to be safe.
 - Instructions will be in the Colt Chronicle regarding the proper way to drop-off/pick-up.
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Review Prior Year UIP/Achievement Goals

Writing: Writing has been a UIP focus for several years. In 2014-2015, WJMS received an “Approaching” rating for growth in writing, with a Median Growth Percentile (MGP) of 42. Acuity A showed 8% of WJMS Students receiving a 3 or 4. By the end of 2014-2015, 37.8% of students scored a 3 or 4 on Acuity. As a part of meeting that goal, 69.3% of students showed growth from Acuity A to C of at least one proficiency level. Cornerstone Genre data from 2014-2015 shows that development of ideas and internal structure are needs with 47%-55% of students (7th and 8th grade) are below proficient. 3 out of 4 genres are informative/explanatory or argumentative.

Goal: In informative/expository and argumentative writing, students will support claims(s) with logical reasoning and relevant, accurate data and evidence, using accurate credible sources and demonstrating an understanding of the topic.

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October 2015

Math: Although 3-year SPF shows a “meets” rating for academic growth in math, all subgroups decreased their MGP from the 2012-2013 SPF to the 2013-2014 SPF. This resulted in “does not meet” and “approaching ratings” in the one-year SPF.

Goal: Teachers and students will develop a common understanding of expectations for justifying math answers and proficiency levels within PARCC. These expectations will be developed through success criteria, exemplars, models and explicit instruction in order to create assessment ready learners.

Preliminary Climate and Culture Survey

- This is a survey given to the kids: 6th and 7th classes.
- Stress around having the right classes to get to college
- Naviance – program used to compose graduation plan
- Used to get feedback from the kids on items important to them: Bullying; Study Skills, Problem Solving with Social Relationships, Conflict Resolution, Making Good Choices
- Group Interests Focus: Grief and Loss/Divorce, Study Skills, Social Skills, Life Skills

Bylaws Update

- Goal of the Committee needs to be selected.
- Goal not to be restrictive.
- The District Accountability Committee was separated from SPAC.

District School Board Update

Board meeting recordings and minutes are available at: <http://www.jeffcopublicschools.org/board/minutes.html>

Open Forum/Public Comment

- Social/Dance was fun, inclusive, and a big success. 205 kids attended. Lots of parents attended to chaperone. Health and Wellness provided smoothies, veggie trays and popcorn.
- Science Night was also a Huge Success – parents from the Evergreen area came. Every elementary school was invited. Next year should be even bigger.
- Suggestion to provide tours of school to highlight GT program.
- *Education Inc.* showing on PBS Chanel 12

Next Meeting

Date: 11/9/2015

Time: 2:30pm

Location: WJMS Library

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November 2015

Date | 11/9/2015 | Meeting called to order by Sally Kate Tinch

In Attendance

(information not provided)

Principal's Report

- New Computer Lab – Lab is in the 6th Grade Wing, Room 306, 32 Chromebooks and 3 desktop stations for printing. Money came from magazine sales. Room will be used on a teacher sign-up basis. This is Becky's 5th year at WJMS and she has spent about 30K each year to bring the school up-to-date in terms of technology. o Some concern around kids being used to Chrome products versus preparing them to be able to use Microsoft products later on.
- WJMS 1st Veterans Day Program – o 8:00-8:30am in Library; 12 Veterans to Honor; Jennifer Hodges is a veteran on the WJMS Staff.
- 8th Grade is Painting the Wall Ball Wall – 8th Grade wanted to leave a legacy to the school.
- MAP Testing (New in place of Acuity) - Good Results to Report (rounded to nearest point) The data will function as a baseline as the test is the first time our kids have taken it.
 - 6th Grade Math: above district by 7 points; above nation by 7 points
 - 6th Grade Reading: above district by 6 points; above nation by 9 points
 - 6th Grade LA: above district by 1 point; above nation by 8 points
 - 7th Grade Math: above district by 3 points; above nation by 6 points
 - 7th Grade Reading: above district by 6 points; above nation by 9 points
 - 7th Grade LA above district by 3 points; above nation by 6 points
 - 8th Grade Math; above district by 3 points; above nation by 8 points
 - 8th Grade Reading above district by 6 points; above nation by 10 points
 - 8th Grade LA above district by 3 points; above nation by 6 points
 - 8th Grade Science above district by 5 points; above nation by 10 points
- Career Fair – October 21st – Mary Flannery o Well attended and many different occupations represented: Road and Bridge, SWAT, Fire, Hazmat, Nurse, Geologist, Drama, Warren Tech. WJMS Counselors typically provided every year and the fair will be moved to the fall next year.
- NaNoWriMo – Frank Reetz and Alex Buffington have offered this to their classes. Students set a word count goal for writing a novel in the Month of November. 9300 Classrooms around the country compete; and teachers can link up with each other across the country to compete against each other. Kids will work every day toward that goal whether at home or at school. In Alex's class it was an optional offering with kids and she has about 44 participating. Strong success so far with the kids. Introduces figurative elements and other writing techniques to the kids. Developing these techniques throughout the novel helps to bring the writing full circle. NaNoWriMo is serving as an adjunctive offering to the narrative writing unit. Helps with goals setting, encouraging writing, and creativity.
- WJMS is Collecting Candy for Troops to send as part of our Veteran's Day and Community Outreach.

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Bylaws Update

- Bylaws – Come Next Time to Discuss and Provide Changes
- Goals – Need to make a decision regarding the goals.
- Discrimination Statement has been added.
- Issue/Concern Form for people to use. Will be put on the website
- Norms have also been added.
- Intent to Participate Form.

PTA Assessment Film

A one-hour film will be shown at WJMS in November 30th 6:30-8:00pm on state and federally mandated assessment information. It offers a monetary incentive to PTA and Amy Baker for showing the film.

District School Board Update

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Additional Discussion/Public Comment

- Frank Reetz: Would it be useful for the three main committees – collaborative, PTA, and SAC – to share meeting minutes? Collaborative committee is a committee of teachers that advise the principal. Their minutes are attached to staff news.
- Matt McKeown: texting scandal in Cañon City High School and Middle School. WJMS does have an assembly program to address these types of issues, typically for 7th and 8th graders. 6th graders are a little young for this particular assembly program.

Next Meeting

Date: 12/14/2015

Time: 2:30pm

Location: WJMS Library

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Date | 12/14/2015 | *Meeting called to order by* Sally Kate Tinch

In Attendance

(information not provided)

Preliminary PARCC Results

6th Grade Math: 44% Met or Exceeded (Scores Exceeded the District); 94% Tested
7th Grade Math: 37% Met or Exceeded (Scores Below the District); 79% Tested
7th Grade Algebra: 96% Meet or Exceeded (Scores Above the District); 96% Tested
8th Grade Math: 17% Met or Exceeded; 79% Tested
8th Grade Algebra: 75% Met or Exceeded (Scores in line with the District); 91% Tested
8th Grade Geometry: 96% Met or Exceeded (Scores in line with the District); 91% Tested

6th Grade LA – 52% Met or Exceeded (Scores in line with the District); 96% Tested
7th Grade LA – 60% Met or Exceeded (Scores slightly Above the District); 90% Tested
8th Grade LA – 57% Met or Exceeded (Scores Above the District); 87% Tested

Parents should understand that this is a new test and new baseline from which to grow. The test is much more rigorous and different than what the students are used to. All data including Social Studies and Science Scores is available through Becky. Individual reports will be available at January parent/teacher conferences.

How does the school use this Data? Teachers and Instructional Coach work with Administration to identify opportunities to help individual kids in the classroom MAP data – is more real time and provides predictability. MAP Data provides a real-time understanding of where the kids are developmentally. Trend data is used to evaluate programs. District wide we are seeing kids who are accelerated in math are matching or exceeding state and national data as compared to kids at grade level. Is the curriculum matching the state and national standards and is our level of rigor where it needs to be?

STEAM Results

WJMS will be implementing a STEAM strand in the Science classrooms next year. (Science, Technology, Engineering, Arts, Math). Problem Based Learning in the classrooms. Students are given problems and they determine how they will plan to solve the problems. This is a student-driven model with direct instruction involved in the process. Embedding financial literacy in the Math piece of the program. This will include a partnership with Junior Achievement and the 7th grade students will be able to go to Finance Park at American Furniture Warehouse. District personnel will help the teachers to plan for this implementation. The goal will be to take small steps towards a full STEAM program at WJMS. Elective opportunities are available for pre-engineering and robotics. TSA Club (Technology Student Association) is available for students 40-50 students come regularly.

Snow Days Discussion

Dan Cohan, Achievement Director, discussed with the committee the process by which snow days are decided. Late starts are an issue for the Mountain Area as bus personnel drive routes down the hill. Importantly, the communication from the West Area Bus Barn needs to be improved so that parents can make the best decisions to

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ensure their kid's safety. Becky Brown sends complaints she receives to the appropriate individuals to take the information into consideration. Currently, Terry Elliott the Chief School Effectiveness Officer, works with West and Mountain Area Transportation in conjunction with the plowing employees of the District and employees of the County. The process is never perfect, but the District makes concerted efforts to gather information from a variety of sources. A Mountain Area Closure is sometimes used. Conifer High School has utilized a soft-start. The District will continue to evaluate procedures as related to parent feedback to further fine tune.

Culture and Climate Discussion

What does WJMS do really well?

- Excellent Teachers - Driven for Excellence
- Keep Kids Engaged in Learning
- Understanding of constraints we must work under: study halls to help kids and teachers get caught up

What areas can WJMS do to improve?

- Grades in the grade book as timely as possible
- Good communication with students and parents and teachers regarding assignments
- Feedback to the kids robust and timely
- Send our teachers out to the elementary schools to introduce themselves to parents and kids
- More parents in the Classroom
 - Engaging More Parents; Open ended; Project help; Logistically need in and out of the classroom;
- Teacher Targets Move – Making it difficult to reach the target
- Empowering teachers.

The SAC continues to look at strategies to improve the reputation of the school externally and improve outreach efforts to the elementary schools.

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Next Meeting

Date: 1/12/2016

Time: 2:35pm

Location: WJMS Library

Meeting adjourned at 4:35 pm.

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January 2016

Date | 1/11/2016 | *Meeting called to order by* Sally Kate Tinch

In Attendance

(information not provided)

Principal's Update

- WJMS has been designated as a STEAM Pathways School –
 - WJMS Advertising in:
 - PTA Put on Facebook Page
 - PTA – Mountain Connections
 - Pine Cam
 - Park County post cards sent out to Park County residents to encourage parents to look into academic programming at WJMS.
 - Evergreen knows that we are moving in this direction.
 - Next year we will start in Science. Rather than full force next year, we will begin building capacity in this area and then decide to add as we go.
 - STEAM – Because of the Arts
 - Many of our students are already on Advanced Learning Plans (ALPs).
 - We have lost Bell (STEM and problem based learning in classroom, as a different way of instructing) and Deer Creek.
 - Approval from the District to move in this direction. This undertaking will take time.
 - About 1/3rd of our kids are on quantitative ALPs and general ALPs.
 - WJMS has “hybrid teachers” Stem Method –vs. – Traditional takes
 - Nearly every WJMS teacher has decided to undertake one unit of problem-based learning instruction.
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Student Based Budgeting – Budget Review

- Student Based Budgeting (SBB) – Handout
- Paraprofessionals are essential to WJMS
- Clinic Aide is also an important position for students with medical/medication needs.
- Currently our science books are outdated. The District has not approved a science textbook.
- The District phone system is not integrated and therefore parents with long distance cell phone numbers cost the school long distance charges.
- Curriculum and Staff Development was carried over from last year.
- Copier usage costs about \$18,000/year due to not having texts.
- Over the last 4-5 years \$170,000 has been put into bringing the building up to speed with computer technology.
- Funds not spent do carryover to the next year.
- With declining enrollment, the school still needs the same number of teachers or more than we currently have. We have had to reduce staff by 2 teachers last year.
- October 1 count still in place.
- Free and Reduced Lunch – and GT/ALP plans cost more.

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TABOR & Educational Funding from State

- TABOR – Basically requires that the State must have a balanced budget, prohibiting the state from going into a deficit. (circa. 1992)
- The State carries over a \$373M deficit that comes out of the next years' budget.
- The result is no savings for a rainy day, revenue cannot be increased without going to the taxpayers for approval.
- General Fund - Education, Medicaid/Medicare - Hospital Provider Fee – \$688,000,000
- Enterprise fund –
- “Negative Factor” –
- Colorado Per Pupil Spending – Colorado is 10th from the bottom. Only 9 states spend less than Colorado per pupil.
- Repeal Tabor or Overhaul Educational State Funding to increase per pupil funding.
- Possible \$104.00 reduction in the per pupil allocation next year.

Budget and Spending Priorities

- Technology, Staff, and Instructional Materials
 - How do we allocate?
 - School is old many of the instructional materials are out-of-date
 - Microscopes, Textbooks
 - People and Relationships – Teacher impact
 - Some things are not covered by fees
 - Book Sets so that each student can read the same book – Language Arts
 - GT Department provided book sets
 - Adding to book sets that the schools already have
 - No materials means an increase in printing costs
 - Science: Equipment is needed. Safety Glasses, Microscopes
 - Propane for balloon launch
 - Special Ed Students – need more para educator support
- Many students need extra support to help with the learning process
- Reading, Math, Processing
- 4 Special Ed teachers to 2 Special Ed teachers in 2 years
- Conifer High School also has a textbook issue
- How is the textbook issue impacting the continuity of the curriculum?
- There is no Science Text that covers the 7th grade curriculum
- It would be helpful if the Teachers put together a Needs and Pleads List
- Staff – Majority of committee agreed that staff was the priority
- Technology is required every year to invest and update current technology
- Instructional Materials is second priority with a minority of the members believing it to be a first priority
- Feeder elementary have many unused materials in their storage
- Needs and pleads list requested by next month to be able to distribute

Volunteer Coordinator to Teachers

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- There is a need to have a parent serve as a Volunteer Coordinator to assist the teachers with parent help needs to help with instruction and other activities that help teachers plan and coordinate instruction
- Possibility to refer to PTA
- PTA has a Teacher Needs Request Form
- Teachers have a need for regular parent involvement on a weekly basis

Upcoming Budget Discussions

- Becky will be learning more on Budgeting and SBB
- 2016-2017 Pro Forma Budget
- October 1 and last 5 years enrollment
- 5th Grades are higher but 8th Grade is still larger than incoming classes
- February discussion on Budget
- Community Budget Forums – More information upcoming

District School Board Update

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Next Meeting

Date: 2/8/2016

Time: 2:30pm

Location: WJMS Library

Meeting adjourned at 4:15 pm.