

CSC Meeting Minutes

Lowry Elementary

8001 E. Cedar Ave.

Denver, CO 80230



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Date: November 18, 2021 *Time:* 5:00- 7:00 pm

Meeting Link: Online Zoom Meeting

Members Present:

Zed Jemison-Interim Principal, Adler Dacunha-5th grade Parent, Lisa Davis-4th grade Parent, Committee Chair, Merlin Holmes-5th grade Parent, Courtney Riordon-Kindergarten Parent, Secretary, Kelly Tasky-3rd Grade Parent, Lexi Higgins-1st grade Teacher, Dindi Wade-5th grade Parent, Dave Miles-Special Education Teacher

Members Absent:

Adrienne Nault-Principal (on leave), Janice Spearman-Administrator on Special Assignment, Barbara Volpe-Community Member

Additional Members:

Zahira Saltani-Kindergarten Parent, Library Paraprofessional, Stephanie Thielen-Senior Team Lead/Gifted and Talented Teacher

Discussion Items

1. Call to order, welcome
 - a. Meeting called to order at 5:02 pm
2. Public Input
 - a. No additional members were present for Public Input.
3. Approval of minutes from previous meeting
 - a. Kelly Tasky motioned to approve the minutes. Dave Miles seconded the motion. All members present voted to approve the minutes.
4. Principal's Report
 - a. What is currently going well?
 - i. The new website will be launched soon. Social media pages were launched on Monday, November 15
 - ii. Counselor Patricia Vaughn, School Psychologist Sussi Raber, and other staff members are working with families to support specific students with their medical and social-emotional learning (SEL) needs.
 - iii. A tiered behavior support system will be implemented.

- b. What are current struggles/pain points?
 - i. Dr. Jemison was looking to hire a Dean of Culture. As of the CSC meeting, a qualified applicant has not been interviewed.
- c. Updates
 - i. There were no additional updates.

5. Budget Updates/Clarification

- a. For the 2021-2022 school year, DPS projected Lowry’s enrollment at 473 students (516 with ECE, but ECE does not count toward the budget received from DPS); actual enrollment at the time of the fall adjustment count was 423 students. Based on the lower enrollment, Lowry had to pay \$266,150 back to DPS (\$5,323/student).
- b. Dr. Jemison presented the following to summarize the fall adjustment.

Enrollment		
Projected Enrollment K-12	473	
Actual Enrollment	423	
Enrollment Increase/Decrease	-50	
SBB Unrestricted Enrollment Adjustments		Description
Pay Back to District	-\$266,150	Funding adjustment from enrollment changes
Carry Forward	\$209,160	Prior year-end remaining balance
Total Budget Assistance	\$56,990	General, SEO, & Tiered Supports
GF Budget Assistance	\$56,990	1 Year Bailout
Federal Stimulus	\$153,716	1 Year Bailout
Total Unrestricted Fall Adjustment	\$210,706	
Total Unrestricted FA Purchases		
Teacher	— (redacted)	.25 FTE Sped
Para	— (redacted)	2.77 FTE Paras
Hourly AP Sub	— (redacted)	While Principal is on Leave
Total Restricted Fall Adjustment	\$160,000	
Total Received from District	\$210,706	
Total Available to Hire Dean	\$50,706	Dean Expense 1/2 of school year, Commitment through June 2022, Possible budgetary commitment of \$38K once onboarded

6. Unfinished Business Items:

- a. Update - New staff member to address trauma and behavior issues
 - i. At the last meeting, CSC discussed hiring a Behavior Technician, a second Restorative Justice Coordinator, or a School Counselor. CSC recommended hiring the Restorative Justice Coordinator. Dr. Jemison spoke with HR and the Regional Instructional Superintendent about the Restorative Justice Coordinator; they recommended advertising for a higher-paying position because the Restorative Justice positions are typically harder to fill. The Dean of Culture position was recommended by HR. Dr. Jemison would like this position because they can help with the new tiered behavior support program and will be of assistance in January/February after Mrs. Spearman leaves and before Ms. Nault returns
 - 1. SLT and ILT do not support hiring a Dean of Culture.
 - 2. CSC members discussed the need for this position and wondered if other options such as having Mrs. Spearman stay on or having a staff member fill in as a Dean (with a Guest Teacher filling in for them in the classroom) for the interim. No consensus decision was discussed to recommend for or against the position.
 - ii. New Behavior System - A tiered behavior support program will be implemented. The program is designed to meet students' SEL needs.
 - 1. Tier II behaviors will be addressed in the classroom.
 - 2. Tier III behaviors will be addressed by a behavior technician/restorative justice coordinator.
 - 3. Tier IV behaviors will be addressed by administration.
- b. Recruiting Families updates
 - i. Social Media pages are now live.
 - 1. Twitter: @LowryAviators
 - 2. Instagram: @lowry_aviators
 - 3. Facebook: <https://www.facebook.com/LowryElementary>
 - ii. Website: The new site will launch soon.
 - iii. Virtual Tour
 - 1. Virtual tours began last week. Additional dates are 12/10, 1/7, 1/21, 2/4, and 4/8.
 - 2. Lisa Davis and Dr. Jemison will look into getting an in-person tour scheduled.

7. New Business Items:

a. Brainstorming - How can we meet the needs of all students?

i. Curriculum:

1. Parent Feedback: More STEAM/STREAM and small group work, especially in the older grades. This would not necessarily mean pulling students out for small groups, but differentiating within the classroom.
2. Parent Feedback: Bring back Highly Gifted and Talented (HGT) classes and provide more resources to support the teachers. Having HGT classes would provide for more teaching time for students at grade level and allow for more opportunities to push the students.
 - a. Budget restraints and decreasing numbers of HGT students caused the grade-level HGT classes to be eliminated. Currently, approximately 35 students are identified as GT or HGT (a high number of GT students matriculated last year).
 - b. Stephanie Thielen, the GT teacher, currently pulls out students 2-4 times a week, depending on which academic areas they qualify for.
 - c. Other programs, such as reading and math interventions, pull out 3-5 times per week, depending on the grade level.

ii. Culture:

1. Suggestion: Develop and distribute a survey to teachers to determine their support needs from administration. In a dream world, what do teachers need?
 - a. Teachers feel they do not have the ability to fully support students right now because they are trying to meet very challenging SEL needs while still pushing rigor and helping students get caught up from the previous year.
 - b. Students need connections to the adults in the building and to their classmates.
2. Parent Feedback: Administration should know the names of all students.
3. Parent Feedback: Providing attention to all students, in the classroom, in pullout programs, and/or with student support staff (counselor, psychologist).
 - a. These are all pullouts for students who need interventions--this does help the students who are on-grade level receive more attention in the classroom.

- b. The Lowry READERS program is helping students who are approaching grade-level.
 - 4. Parent Feedback: Parents had negative experiences with the WINGS program during its first year and now people feel it is not beneficial for the school.
 - 5. Suggestion: What can Lowry do specifically to attract and retain staff so we can afford (financially & emotionally) to increase teacher/student interaction, perhaps in smaller class numbers?
 - a. Dr. Jemison assured CSC that Lowry has a large staff size, especially compared to other schools, and only one grade (Kindergarten) could use another teacher.
 - 6. Suggestion: Dr. Jemison and appropriate leadership should revisit a more holistic approach to student and staff wellness based on DPS wellness feedback.
 - iii. Communication:
 - 1. Parent Feedback: More communication regarding curriculum, including examples of student work that is on and above grade level.
 - 2. Parent Feedback: Conduct exit interviews of families who leave Lowry.
 - iv. Community:
 - 1. Suggestion: More visible support for Lowry in the community (i.e., in the town center, yard signs).
 - 2. Parent Feedback: They attend the school to support the equity in the school/community.
 - 3. Suggestion: Neighborhood school night at the Eisenhower Chapel so parents can meet and learn from school members. The Lowry Foundation will donate the chapel. CSC will reach out to members of the Hill Campus of Arts & Sciences and George Washington High School administrations.

8. Universal Improvement Plan (UIP) Status Update

- a. Revised Action Steps--based on feedback from Senior Leadership Team (SLT) and Instructional Leadership Team (ILT), the following Action Steps were revised:
 - i. Elevating Rigor and Productive Struggle
 - 1. Added to the first Action Step: Also, 100% of teachers will demonstrate either effective or distinguished ratings or grow by one or more levels.
 - 2. Revised Action Step: By the second interim assessment student achievement with R.I. standards assessed will increase from ____% to ____%. (We just completed the first interim assessment and these numbers will be filled in

when results are available. Previous Action Step: 80% of students will demonstrate text evidence.)

ii. Increase Student Engagement

1. New Action Step: Social Emotional Learning Goal: BESS Screener 3x/Year (Behavioral and Emotional Screening System)

b. Progress Monitoring update

i. UIP data from November assessments is not yet available. Dr. Jemison and ILT are compiling the data from recent assessments. An update will be available next month.

9. Black Excellence Plan Update

a. Updated Goals:

i. Revised Goal: By May 2022, 64% of Black students in grades 3-5 will be at grade level on iStation Reading. (Previous Action Step included 80% of all students will be at grade level.)

ii. New Goal: By May 2022, there will be a 20% increase of students per grade level that are reading at grade level on iStation Reading. Teachers will host weekly DDI meetings with a member of ILT to monitor student growth.

b. Progress Monitoring Update

i. Black Excellence Plan data is not yet available. Dr. Jemison and ILT are compiling the data from recent assessments. An update will be available next month.

10. Additional Discussion

a. The partnership with the public library did not work out. Dr. Jemison has been visible at the library and Boulevard One in order to make connections with families.

b. Colorado Gives Day is on December 7. The direct giving on this day can impact funding for school staffing. Last year, \$1,600 was raised on Colorado Gives Day; approximately \$90,000 was raised 10 years ago.

11. Setting of agenda for next meeting

a. Administration ideas for how we are going to fill in financial gaps for 2022-23?

b. What creative and direct fundraising ideas can we brainstorm?

12. Date for next meeting- December 16, 2021, 5-7 pm

13. Meeting adjourned at 7:09 pm.

Upcoming Dates:

11/19 - End of Trimester

11/19-11/28 - No School

12/10 - Virtual Tour

12/18-1/3 - No School (1/3 is Teacher PD)