

INFORMATION ITEM

Date: May 18, 2020

To: Kari Cremascoli, Ph.D., Superintendent

From: Heather Glowacki, Ed.D., Assistant Superintendent
Katie Lee, Administrator for Curriculum and Instruction
Kristin Swanson, Ph.D., Administrator for Student Services

Subject: 2020-2021 Student/Staff Planning

PROJECTED ENROLLMENT CHART

Attached is an enrollment chart by school and grade level. All grade level enrollments reflect the current enrollment (advanced to the next grade level) as of May 11, 2020. The information on this chart reflects a starting point for planning for the 2020-2021 school year. As in years past, it is expected that families will move to Wilmette before school starts. The number of staff needed for each grade level refers to homeroom teachers. The staffing of non-homeroom teachers, such as creative arts, special education, PE, etc., is determined by overall student population. Registration is underway and enrollment will be monitored weekly in preparation for the new school year.

BOARD OF EDUCATION CLASS SIZE GUIDELINES

The Board of Education has made it a goal to maintain class size of no more than 24 in K-2, 27 in grades 3-5 and 29 in grades 6-8.

In the early spring, we take a conservative approach to allocating sections. This year enrollment for kindergarten began on January 13. An earlier enrollment schedule, affords more timely and accurate planning for kindergarten. Regular monitoring of enrollment at the K-4 level will continue, as even small changes in enrollment can impact class size average in our K-4 schools.

During the registration period, parents are informed about the importance of early completion of their registration, as that information is critical for staffing decisions. The registration period for students opened February 18 and continues through the summer.

STAFFING NEEDS

Elementary Schools: The kindergarten enrollment numbers reflect the number of returned kindergarten enrollment packets at each school as of May 11. The number of k-4 classes continues to decline slightly at some grade levels. Again, this year, there appear to be fewer sections of kindergarten at some of our schools.

Additionally, at Central and Harper, the Kindergarten Enrichment & Enhancement Program for D39 (KEEP39) will begin next fall. KEEP39 is a fee-based enrichment option for kindergarten students. There will be 3 classes of KEEP39 offered at both Central and Harper next year. District 39 continues to offer a half-day kindergarten curriculum in the morning, while students electing to participate in KEEP39 will remain at school for the entire day participating in enrichment activities in the afternoon. Currently, there are 60 students enrolled at Central and 59 students enrolled at Harper for KEEP39.

Teaming at WJHS: For the last few school years, both the 7th and 8th grade student enrollment necessitated 2 extra teachers at each grade level. The 4-teacher team consists of a math, science, reading, and writing teacher. Each of the content teachers teaching classes to 7th and 8th graders. Social Studies was taught by each teacher to their homeroom students. It is anticipated that this structure will continue for the 2020-2021 school year.

Student Services: For the 2019-2020 school year, the District hired two additional social workers, four learning behavior specialists, and one occupational therapist. This increase allowed for more proactive mental health support and academic support for students. In planning for the 2020-2021 school year, supporting positive behavior, solid instructional practices, and increasing our mental health services and resources will be priorities. The uncertainty due to the current health crisis likely means increased needs in supporting students through transitions. To better support all students and staff, each school psychologist will be assigned to a single building so they can provide more comprehensive services to a smaller group of students. Each elementary school will have at least 2 full-time mental health professionals (psychologist and social worker), and each campus in our 5-8 level will have at least 5 full-time mental health professionals (psychologists and social workers). To accomplish this, current behavior specialists' positions will be reallocated to provide additional psychological support at the 5-8 level. In addition, we are adding a new LBS at the elementary level to better support student needs.

PROGRAMMING NEEDS

Due to the current health crisis, remote teaching and learning has been designed and implemented this spring. Because it is uncertain as to when and to what degree schools will be able to open in the fall, a committee will be formed to plan for the new school year. The committee will be reviewing state and federal guidance regarding the reopening of schools. Additionally, planning for the fall will constitute a continuum of possible learning environments, ranging from the opening of our schools in a traditional manner to continuing complete remote teaching and learning. Hybrid models of in-person and remote learning will be studied. The goal is to plan for a variety of scenarios that can be adapted as and federal guidance is provided.

SPACE CONSIDERATIONS

Highcrest: With the opening of the new HMS Learning Commons this winter, the old library space needs to be reconfigured for better student and staff use. This reconfiguration will create three new classrooms for creative arts classes which have been taught by teachers traveling with carts throughout the school for the last several years. The Village will continue their storm water project in the fields west of Highcrest through the summer and into the fall.

Central: Central's interior construction is set for June and will repurpose classrooms to accommodate the incoming KEEP39 program. Two classrooms, the school cafeteria, and the lounge will undergo construction. By Fall 2020, Central will welcome a Kindergarten hallway for our youngest learners to access shared resources and an enhanced learning suite for our students with comprehensive needs.

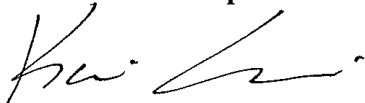
Harper: The planned construction at Harper is intended to complete the addition that was started last year, in preparation for kindergarten enrichment. The addition of 4 classrooms at Harper, along with some internal movement of classrooms will allow the grade levels to be located near each other. This construction project will provide for a new conference room, additional office space, and room for the KEEP39 program. Construction is expected to be complete by the start of the school year.

SUMMARY

The attached chart reflects our goal to continue to maintain the current high level of service to students and families while exploring opportunities to reduce our overall spending. Maintaining recommended class size while providing instruction in all areas of the curriculum continues to be the priority.

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Recommended for presentation to the Board of Education



Dr. Kari Cremascoli, Superintendent

2020-2021 Enrollment Projections
as of May 11, 2020

	19-20 Sections	20-21 Sections	Enrollment	Class Size
Central				
Kdg	3	4	78	19.5
Grade 1	4	4	77	19.3
Grade 2	4	4	80	20.0
Grade 3	4	4	79	19.8
Grade 4	5	4	99	24.8
Total Sections	20	20.0	413.0	20.7
FTE	18.5	20.0		
Harper				
Kdg	4	3	71	23.7
Grade 1	4	4	74	18.5
Grade 2	4	4	84	21.0
Grade 3	4	4	88	22.0
Grade 4	4	4	88	22.0
Total Sections	20	19.0	405.00	21.3
FTE	18.0	19.0		
McKenzie				
Kdg	4	4	71	17.8
Grade 1	3	4	86	21.5
Grade 2	5	3	71	23.7
Grade 3	4	5	99	19.8
Grade 4	5	4	94	23.5
Total Sections	21	20.0	421.00	21.1
FTE	19.0	18.0		
Romona				
Kdg	4	3	63	21.0
Grade 1	5	4	81	20.3
Grade 2	5	5	99	19.8
Grade 3	4	5	103	20.6
Grade 4	4	4	95	23.8
Total Sections	22	21.0	441.00	21.0
FTE	20.0	19.5		
Total Sections (K-4)	83.0	80.0	1,680.0	21.0
FTE (K-4)	75.5	76.5		
Early Childhood				
Total Enrollment				
Highcrest				
Grade 5	16	16	400	25.0
Grade 6	16	16	426	26.6
Total FTE	32	32	826	25.8
WJHS				
Grade 7	17	17	399	23.5
Grade 8	17	17	422	24.8
Total FTE	34	34	821	24.1
District FTE	141.5	142.5	3327	23.3