



Agenda Item:	IV F: Action Item
Date:	August 10, 2023
To:	Magnolia Educational & Research Foundation dba Magnolia Public Schools (“MPS”) Board of Directors (the “Board”)
From:	Alfredo Rubalcava, CEO & Superintendent
Staff Lead(s):	Meagan Wittek, Principal at MSA-7
RE:	Approval of MSA-7 Administration Plan for 2023-2025

Action Proposed:

I move the Board approve the revised MSA-7 Administration Plan and Organizational Chart for 2023-2025.

Purpose:

In order to effectively meet the academic needs of our students and provide instructional support for our teachers, a new MSA-7 Administration plan and org chart has been developed. The goals and purpose are as follows:

- To allow each administrator more time to focus on the items that fall under their responsibilities, job duties and functions.
- The current 2 Administrator model is making it difficult to properly observe, give feedback and coach teachers due to other responsibilities.
- This model will allow us to take more of a proactive approach rather than a reactive approach to meeting the needs of the students, staff, and parents.
- To ensure more time on campus by all administrators (ex. one person having to attend both the DOS & DOA Meetings each month vs. only one per month per person).

Background:

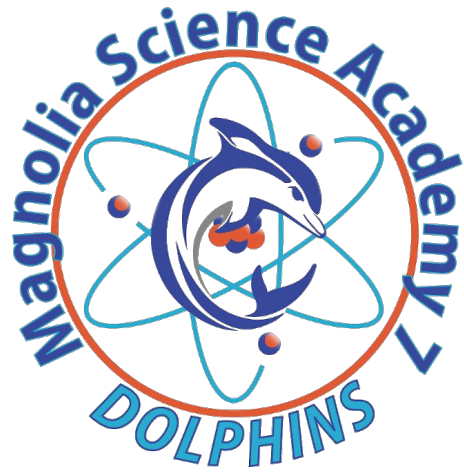
A need for additional administrative support at MSA-7 was identified through conversations and data analysis with the current admin team and C-Team. The proposal was presented by Principal Meagan Wittek to the C-Team on July 24th. Proposal was approved.

Budget Implications:

The projected costs for the Dean of Academics Position are approximately \$102,000 and will be paid for through Arts & Music or LLR Block Grants based as part of the Governor’s 23/24 Budget Act. The Finance Team has updated the MSA 7 budget and these costs have been incorporated into the school’s financial projections.

Exhibits:

MSA-7 Administration Structure Transition Plan Presentation



MSA-7 Administration Plan

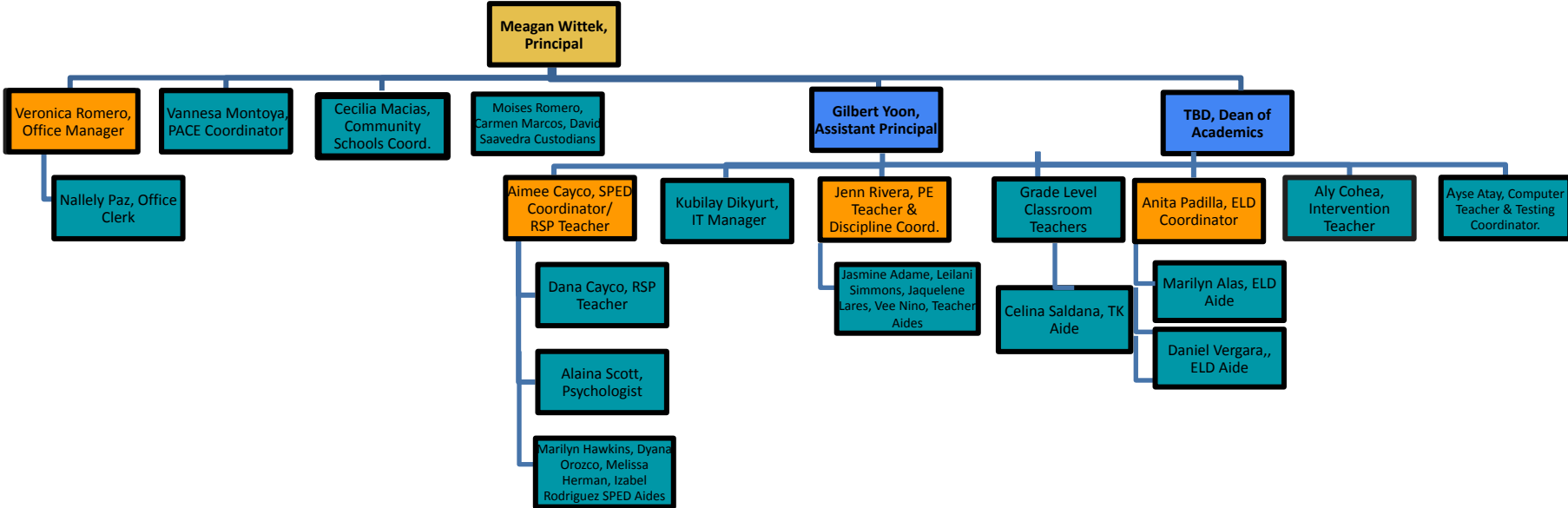
2023-2025

Presented to MPS Board of Directors
August 10, 2023

Agenda

- Proposed revision of MSA-7's Organizational Chart for the 2023-2025 school years
- Distribution of Responsibilities
- Purpose and Evidence for 3 Admin Model
- Our Vision for the 2023-2025 school years
- Action Plan
- Budget Impact

MSA-7 Proposed Organizational Chart




MSA-7's School Teams Job Responsibilities, Duties and Functions 2023-24

[Link to Current Job Description Chart: 2 Admin Model](#)

[Link to Proposed Revision of 23-24 Job Description Chart : 3 Admin Model](#)

Purpose of the 3 Administrator Model

- To allow each administrator more time to focus on the items that fall under their responsibilities, job duties and functions.
- The current 2 Administrator model is making it difficult to properly observe, give feedback and coach teachers due to other responsibilities.
- This model will allow us to take more of a proactive approach rather than a reactive approach to meeting the needs of the students, staff, and parents.
- To ensure more time on campus by all administrators (ex. one person having to attend both the DOS & DOA Meetings each month vs. only one per month per person).



***Everything we do
should be on
purpose, with
purpose, and for a
purpose.***

Evidence of the Needs for a 3 Administrator Model

- Academics continue to drop as evidenced by MAP and SBAC data (*see next slide for data*)
- A need for additional focus and strategic planning to address post-pandemic learning needs, especially for 3rd-5th grade (these were the K-2nd students who learned basic skills during distance learning). The learning gap will continue to widen if we do not get control of it now.
- We have worked hard to improve student behavior, support SEL and mental health needs and build school culture as we transitioned back to in-person learning. Now we need to prioritize academics, instruction, and learning.
- A need to increase classroom observations, coaching, and support for teachers; especially to address the needs of the six new teachers we have hired in the past 2 years (*see next slide and handout for data*)
- Feedback on staff surveys about too much time being taken away from academics, resulting in an inventory of our school calendar and everything being done with a focus and purpose of academics (ex. Dr. Seuss Reading Week vs. Multicultural Literacy Week).

Our Vision: Where We Are vs. Where We Need to Be

Our vision is to create an equitable environment focused on growth, progress, and purpose. We are committed to inspiring every student to excel academically, emotionally, and socially.

Our Vision: Where We Are vs. Where We Need to Be

Current Data:

- MAP ELA & Math Growth - F22-S23 = 46% (ELA), 45% (Math)
- SBAC Proficiency - ELA = 36.76% (-1.09% from 21-22)
- SBAC Proficiency - Math = 21.9% (-4.34% from 21-22)
- Attendance - (22-23) = 93.22% (ADA), 21.5% (CA) and 33.9% (Truancy)
- Classroom Observations - 20-21 = 68%, 21-22 = 61%, 22-23 = 75% (instructional rounds)

Goal:

- 60% of students will meet their growth targets in reading and/or math as measured by MAP.
- 42% of our students will demonstrate proficiency in ELA as measured by SBAC.
- 30% of our students will demonstrate proficiency in math as measured by SBAC.
- Attendance Goal - increase ADA to 97%, decrease CA to 18%, and decrease truancy rates to 25%
- Classroom Observations - 23-24 = 100% (one informal observation per teacher per month & one formal observation per teacher per year)

Our Vision: Where We Are vs. Where We Need to Be

Individual 22-23 SBAC and CAST Scores Data

SBAC Meeting or Exceeding	Score 1	Score 2	Score 3	Score 4	# of student increase 1 level	# of students increase 2 levels	# of students decrease 1 level	# of students decrease 2 levels
3A- Math- 26%	13 (57%)	4 (17%)	6 (26%)	0 (0%)	N/A	N/A	N/A	N/A
ELA- 35%	6 (26%)	9 (39%)	6 (26%)	2 (9%)				
3B- Math- 13%	10 (43%)	10 (43%)	2 (9%)	1 (4%)	N/A	N/A	N/A	N/A
ELA- 43%	6 (26%)	7 (30%)	6 (26%)	4 (17%)				
4A- Math- 17%	12 (52%)	7 (30%)	3 (13%)	1 (4%)	6	0	4	0
ELA- 21%	16 (69%)	2 (9%)	3 (13%)	2 (9%)	2	0	3	0
4B- Math- 37%	10 (42%)	5 (21%)	7 (29%)	2 (8%)	6	1	1	0
ELA- 42%	6 (25%)	8 (33%)	7 (29%)	3 (13%)	8	0	1	0
5A- Math- 18%	11 (50%)	7 (32%)	1 (4%)	3 (14%)	0	0	8	1
ELA- 26%	8	6	4	4	5	0	5	0

**Please refer to handout*

A Few Data Points to Consider:

- Analysis of individual class 22-23 SBAC data revealed that several students missed the next proficiency level by only 1-3 questions which would have put us at 28.5% in Math and 45.24% in ELA (similar scores to 2018-19 - 32% Math, 44.54% ELA)
- BOY meetings will be held with individual teachers according to this data sheet to help them do a deep dive and develop an action plan for the upcoming school year. A third administrator will help with the coaching of these teachers now that needs have been identified.

- **Green** = exceeded last year's score

- **Red** = did not exceed last year's score (dropped or remained the same)

Action Plan

**Disrupt the
status quo on
behalf of our
students.
-Relay**

- 1** Be clear about what we want.
- 2** Align what we want to have happen to what we do everyday.
- 3** Monitor how our daily actions move our school toward our goals and vision.

Budget Impact

Estimated Salary Offer for Dean of Academics Position - \$101,630

- **Possible Funding Sources for this two-year position:**

1. Additional funding through Arts & Music or LLR Block Grants based on the 23/24 Budget Act
2. Reduction in CMO Fees
3. MSA-7 Reserves

THANK YOU!

QUESTIONS?

