



Making Waves Academy CEO Report

JANUARY 2019

Mission Connection



Parents, students, faculty, leadership, staff, and Pittsburg residents showed up in numbers to support our petition appeal at the CCCOE Board Meeting on January 16th. Our community respectfully and passionately showed their support for adding an MWA school in the Pittsburg community.

We had about 20 speakers come up and provide 2-minute speeches highlighting the value of what MWA has brought to them or their child. Sentiments shared were that MWA is a “miracle” and that MWA “makes the impossible possible”.

Two newly elected board members have been seated on the CCCOE Board, and the newly elected Superintendent. As of Friday, the new Superintendent, key staff, and all five board members will have visited the MWA campus within the last few weeks. On these visits, they are led on tours by students and have been able to engage in conversations with Board President, Alicia Klein, Middle School leadership, and myself.

We feel that we are doing everything we can to achieve a positive outcome for the Pittsburg community and MWA. I have never felt more proud of being a member of this community than I was on the evening of January 16th. We truly have a very special and committed community.

Objectives for Q3 (JAN-MAR)

1. Continue to collect critical stakeholder input on MWA culture and systems to inform adaptations for MWA growth and expansion.
2. Continue to request and encourage marketing plans and actions taken by Division Leadership and MWA and MWAS key leadership.
3. Work with the Director of Finance, Finance Committee, and Budget Managers to seek agreement and input on key budget assumptions and inputs for the budget development process for FY20.

Priorities for the Quarter (JAN-MAR)

Below are some of the key priorities focus areas for the next few months:

- **Expansion/Replication** – Support the final stages of the charter petition appeal process to the Contra Costa County Office of Education. This includes preparing for the February 6th hearing (where the vote will occur).
- **Learning** – Support the Learning Team in observing, chronicling, and developing frameworks, “guardrails”, and high leverage practices to support an instructional approach for expansion and replication.
- **Operations** – Monitor facility move progress and morale after the most recent move stage. Work with the COO to look at how to assess campus safety systems moving forward. Make sure key staffing is added to support the operations teams for 2019-20.
- **Talent Acquisition** – Monitor hiring progress for open positions, engage in the hiring process for the positions of Chief Learning Officer and Chief Business Officer, and ramp up for the recruiting process for the 2019-20 school year with updates to website.
- **Human Resources** – Review staff survey and committee recommendations. Prepare and get out letters of intent followed by offer letters.

“Deep Dive” Report: Chief of Staff (E. Martinez)

Q2 Successes

- **CEO’s Office** – Increased capacity/reach of the CEO’s office by preparing materials and facilitating meetings related to governance, marketing, communications, development, growth, learning, and operations. We were able to establish a workable cadence and routine for meetings that ensured progress in critical areas.
- **MWAS Culture** – Operationalized Monthly MWAS All-Hands meetings, Friday Strawberry Talks, and MWAS culture statement development. Organizational culture has a significant impact on outcomes, early on we identified this as an area for growth for MWAS and deployed 3 efforts to establish and re-enforce a positive and collaborative culture. We are close to finalizing a Culture Statement that will guide our efforts as the team continues to grow.
- **Board Management** – Completed the transition of MWA board support from previous Chief of Staff (COS). A key part of the COS role is managing governance-related needs including: BoardOnTrack administration, meeting logistics, and board preparation. New COS is now solely managing all aspects of MWA Board Meetings and beginning to plan for next year.

Q2 Challenges

- **Dance Floor and the Balcony** – The COS role calls for both precision and nimbleness to move seamlessly between the day-to-day demands and the big picture. This balance is already difficult to achieve and being new to the role added a layer of complexity. In reflection, more time should have been spent asking strategic questions vs. tactical. To get ahead of this, the COS facilitated a Strategic Session with the CEO to review Q2 accomplishments, current and future state of the organization, Q3 priorities, and discuss anticipated challenges. The purpose of the Strategic Session was to create alignment between CEO and COS, discuss and agree to priorities, and consider changes to our approach.

Objectives for Q3 (JAN-MAR)

1. Develop and build onto existing recruiting and onboarding for new MWA Board members by the spring recruitment cycle.
2. Conduct the Student Family Handbook revision cycle and develop the Campus Life Guidebook through March 2019 in preparation for MWA Board approval.