



Instructional Leadership

- Walkthrough of K-12 learning environment with feedback form.
- Review of lesson plans
- Saturday school observations
- Academic probation meeting participation
- ACOE Training
- Parent Coffees to discuss academics and other subjects

Business and Finance

- Met with Finance, Operations, and Site Leaders to clarify food program short falls
- Met to discuss financing potential new site
- Monitored actuals and budget to ensure compliance
- Reported reasoning for budget adjustment first interim
- Began projected needs assessment based on goals and priorities

Staff Relations

- Utilize all AIMS and Parent Square to keep staff and faculty informed of happenings at AIMS.
- Weekly meetings with staff to discuss concerns and activities
- Collaborative input on proposed site
- Working on recruitment plan with HR
- Weekly visits to HS and 12th
- Participation in staff appreciation dinner
- Staff holiday present presented
- Leadership appreciation celebration held

Community Relations

- Monthly Parent Coffees being held
- Participation at FAC
- Electronic Newsletter
- AIMS Social Media Presence
- Participation on behalf of AIMS at holiday events
- Participation at EOC Board, CCSA, and other political events

Board Relationships

- On going reports to board and a shared file of all reports.
- Only one questions asked re: location of training. Response sent to board members.
- Electronic Newsletter shared with board
- Needed policy presented to the board for approval
- Free training opportunity sent to the board.