

HOS REPORT
APRIL 27, 2023



Urban Montessori
CHARTER SCHOOL

UMCS 2022 - 2023 COMMUNITY AGREEMENTS

- ❖ Welcome Discomfort - give it space and let it land in a place of growth
- ❖ Learn from silence - listen with intent; Step up AND Step back
- ❖ Mistakes are for learning!
- ❖ Be Curious - without judgment
- ❖ Expect and Accept Non-Closure - keep making steps forward
- ❖ Recognize your impact - assume positive intent AND be open to your impact varying from your intent
- ❖ Be Vulnerable and courageous!
- ❖ Know that it is Possible!
- ❖ Compassionate feedback
- ❖ Build Relationships



**RECENT AND UPCOMING
EVENTS**

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- NWEA Testing May 1st - May 19th
- Drama Production - Shrek the musical - Friday, April 28th from 6:30 - 7:30pm
- Move-a-thon - May 6th; 10am - 2pm
- No School in observance of Memorial Day - Monday, May 29th.
- Last day of school for students - Friday, June 2nd.



**PROFESSIONAL
DEVELOPMENT AND
INSTRUCTIONAL UPDATES**

ONGOING AND UPCOMING

- Classroom placements
 - First pass through of Primary -> LE and LE -> UE complete.
 - Family night - Classroom Placement process coming soon!
- Visit with Elizabeth Slade from Public Montessori in Action
 - Site visit for teacher residents.
 - Working with staff on creating spring focus for all classrooms.



**PERFORMANCE
MANAGEMENT AT UMCS**

PERFORMANCE MANAGEMENT AND SUPPORT

- Performance support and improvement
 - When staff are struggling with Job responsibilities they are provided with a Performance support or improvement plan
 - These plans can be implemented at any time during employment as needed to support staff in meeting their job responsibilities
 - Typically implemented for 6-8 weeks

PERFORMANCE MANAGEMENT AND SUPPORT


- All staff expectations
 - In addition to job specific performance expectations, we have a thorough Employee Handbook that contains staff policies.
 - Staff sign yearly in acknowledgment that they have read and understood the policies within
 - Staff communications include any mid year changes, and highlights to areas of community concern

PERFORMANCE MANAGEMENT AND SUPPORT

- When staff struggle with Employee Handbook policies:
 1. Notified in writing (usually email) of the concern with an offer or direct ask for a meeting
 2. Secondary written communication including handbook language with direct ask for improvement/immediate adjustment and in-person meeting request; notification of potential disciplinary action
 3. Depending on the specific situation... We do not have a “3 strikes” or “zero tolerance” policy, AND different situations and policies call for different approaches
- Ongoing: regular individual communication

PERFORMANCE MANAGEMENT AND SUPPORT

- Improvements planned for Next Year:
 - Collaborative review of policies, job descriptions and processes of support and development
 - Expanded individual coaching
 - Formal Evaluation by position
 - Additional Onboarding procedures and support
 - Additional Professional Development focus on the Employee Handbook, and Job responsibilities



STAFFING UPDATES

STAFFING UPDATES!

- 42 of 47 staff members have been invited to return next year
- 2 staff members have shared they are leaving (one is moving out of state, one is leaving to care for a parent)
- 3 full time positions have been **added** for next year
- Currently we are actively hiring for 4 open positions

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LCAP

LCAP SEASON!

- What is the LCAP?
 - The Local Control and Accountability Plan (LCAP) is a tool for local educational agencies to set goals, plan actions, and leverage resources to meet those goals to improve student outcomes.
- All Local Educational Agencies update their LCAP yearly!
- You can find our DRAFT LCAP [here](#) and expect to here more about LCAP development at all board and committee meeting between now and June!

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QUESTIONS?