



**Marblehead Community Charter Public School**  
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## **HOS Report to the Board of Trustees**

Submitted by Bill Sullivan

April 29, 2019

### **HOS Evaluation Criteria**

- 1. Communication to Board during interim**
- 2. Family Communication Engagement**
- 3. Day to Day Operations**
- 4. Instructional Leadership**

### **Faithfulness to Charter**

Coordinated Program Review; The Corrective Action Plan (CAP) The second progress report was submitted on time 4/12/19. We are waiting for comments.

Cynthia Farquhar from EEO Solutions facilitated all staff anti-harassment training 4/26/19

### **Academic Success**

MCAS is running smoothly. ELA is complete. MATH is in progress. Barring make-ups we have just 74 more test sessions to go.

Nature's Classroom: 6th grade April 8th - 12th.

Safe Routes to School - Wed May 1st MA Walk to School event

Project Adventure: 7th grade, May 28th and 29th

Mass Audubon's Joppa Flats: coming to 4th grade May 20th

Term 3 Enrichment program boast over 60 offerings

### **Organizational Viability**

**SEPAC:** Amy Ruocco has committed to remain our SEPAC Chairperson through the 19/20 school year. We will be focusing on attracting new members and a candidate that she can transition responsibilities to.

**Foundation Grants:** We submitted Innovation Grant requests to the original Foundation. 4 of the 5 were approved. The amount received was \$7,686.68. Below are the approved grants

- Music Department Equipment \$2,099.62
- Game Cabinet Restock \$405.06
- Classroom Connectivity \$2,800.00
- MakerSpace 1.5 \$2,585.00

**Friends Grants:** We put in several submissions. Unfortunately only 3 out of the 8 were awarded. \$2,524.25. We were informed that there were more requests than funds.

- Guitar/ Ukulele (partially funded)     \$1,045.00
- Mosaic Art Project                             \$938.00
- Tower Garden Lights                         \$541.25

**Charter Renewal:** Committee is meeting bi-monthly to complete the task of completing and submitting the application. Next meeting is 5/8/19. 7:00AM

- Responsibility for each section has been determined
- Necessary documents and info are being collected in a central document
- Staff and Parent satisfaction surveys are being created and will be sent out electronically in the next few weeks.

### **Staffing/Staff Retention**

I have met with all of the teachers wanting to have conversations around there contracts. They went well. There were no surprises. The information was shared with Jeff and we are working toward a draft of contract. We hope to complete them by the end of this week.

### **Enrollment/ Student Attrition**

A student intent to return form will be sent to existing families. Last year they were distributed March 1st. After discussion Administration has decided to return to the May timeframe. These will be going out Wednesday. Staff will be calling all families that indicate no or undecided.

- We continue to have some 5th and 6th graders shadow at Vets

### **2019-2020 Admissions Update**

Enrollment for next year continues to be a top priority. Katherine is starting a group to put a final push to drive applications. We want to set another final date for another lottery. Pushes through social media, local groups, and email. Considering a campaign coordinated with an announcement of our new Head of School.

Below is an outline of accepted/attending students:

4th - 35

5th - 49

6th - 49

7th - 44

8th - 41

Current Total: 218

Katherine sent out invitations last week and another batch this week, as follows.

Offers/invitations:

4th - 1

7th - 11

8th - 1

Total offered: 13

Possible total: 231

Waiting lists (first & second lotteries, does not include "waitlist skipped" or "offered"):

4th - none

5th -  $18 + 5 = 23$

6th -  $8 + 1 = 9$

7th - none

8th - none

Total: 32