



Marblehead Community Charter Public School

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HOS Report to the Board of Trustees

Submitted by Peter Cohen, Ed.D

October 23, 2019

Faithfulness to Charter

Charter Renewal:

- The inspection visit is set for Thursday, November 7, 2019 - Board Meeting 8:00-9:00am
- The Board prepared for the visit on 10/22
- The faculty is prepared for this visit with two final preparation meetings on 10/30 and 11/6.
- Board members are asked to review the Board Handbook Google Drive Folder and the Charter Renewal Application.

Academics:

- MCAS Accountability - see pdf of slides in Board packet and review <http://profiles.doe.mass.edu/accountability/report/school.aspx?linkid=31&orgcode=04640305&orgtypecode=6&>

Head of School Goals Update:

- **Goal 1: Effective Entry and Direction Setting**
 - On-going information gathering.
 - Strategic Planning in process.
- **Goal 2: Maintain Momentum During the Transition**
 - Uncovering systems that are broken or missing
 - Working on improving systems:
 - Communication when delayed opening or snow day
 - Monitoring staff attendance
 - Creating checklists for field trip planning & communication
 - Balancing pace of change
- **Goal 3: (Professional Practice) New Charter Public School Leader Program - MCPSA**
 - Dr. Cohen phone conference with assigned coach - 2x/month
 - Mentor from Hill View Montessori Charter School assigned
 - New leader cohort and attendance at regional cohort and delegate assembly meetings have been/will be tremendously helpful.

- **Goal 4: Begin the Process of designing an effective plan for Instructional Coaching and Teacher Evaluation**
 - Systems being established.
 - Classroom observations with feedback have begun
 - Peer Observation system established

Organizational Viability

- Strategic Plan
 - Next steps include:
 - By Dec 20th, Dr Cohen to hold a “State of the School” community meeting. At the meeting, the Strategic Plan will be presented to the Community.
- Staffing
 - Part-time teacher Vickie Kenneally retired
 - Hired ESL teacher - key to compliance issue following Coordinated Program Review and in advance of Charter Renewal. Peter Michaud developing systems for ESL program.
- Enrollment
 - Enrollment numbers are below
 - Dr. Cohen has been personally reaching out to families of 7th graders who left to invite them back.
 - Need to do more effective recruitment in all towns (Marblehead, Swampscott, Nahant, Salem, and Lynn)
- Future Planning
 - Met with North Shore Children’s Theater to discuss Black Box Theater
 - Visited North Bennet Street School president to discuss space use ideas
 - Meeting scheduled with Ariane Purdy - Charter parent and an architect
 - Visit scheduled to Salem Academy for November 18 - Board members are welcome to join

Enrollment Update as of 10.23.19:

4th - 46

5th - 51

6th - 52

7th - 18

8th - 36

Total: 203