

## **Executive Summary**

Prepared by Catherine Foster

August 17, 2023

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### **Enrollment**

Currently, our enrollment numbers are as follows below. The goal from the consultants and reported to the bondholders was 365 for this year.

Total: 371

6th: 63

7th: 56

8th: 97

9th: 45

10th: 41

11th: 29

12th: 40

Miguel Soza is working on enrolling new students daily. He has about 6 - 6th graders and a few high school students coming in this week. We are pushing social media, word of mouth and focused on retention by supporting our teachers, managing disruptions and trying to clearly communicate with families.

Our plan is to continue attending community events. He is going to meet with the principals at Meadow Homes and Cambridge to encourage them to apply for enrollment when it opens in the fall.

### **Williams Visit/Act**

We've had visits from the county office for the Williams Act. The first was on August 3rd to review our physical space. The second was on August 17th to review our materials.

Here is the note from Neil:

I have been asked by the CCCOE Williams Team to send you the completed FIT report from your summer facilities inspections (see attached). I have also reviewed this as part of the charter's Annual Oversight Visit process.

As you will note, this report provides details about the state of your facilities and in particular, issues that you should be aware of and attempt to remedy. Unless you have been called out for an "extreme" condition that requires immediate remedy, there is no mandate at this time to take additional corrective action. However, it is highly recommended that you tackle at least some of the improvements and repairs that are noted, especially if you are in Williams as the final version of this document will be public and will also be shared with the CCCBOE. The general goal should be to be above 90% which brings you into the "good" category.

Additional message from the Williams Team:

*“They can raise their scores by sending us [Sharon or Steve] completed work orders to show that deficiencies have been remedied. We will need these work orders no later than the end of the fourth week of their school year, and completed work orders must be specific as to where the situation was, and what exactly was done to fix the problem. As a suggestion, I’m attaching a sample of the way a couple of districts reported their work orders.”*

Please see [attached report](#) from the physical space review. Sample [work order](#) submission. I am working with Melissa to remedy the missing items.

### **PBL (Project Based Learning) workshop**

On August 7th we had an outside presenter, Dora Elena Medrano Ramos from Design Oakland, work with the teachers to break down and understand PBL. The teachers were invigorated and inspired. Please see links to what we did here > [Post-Workshop Recap](#)

### **New Assitant Principal**

I will cover this in my employee report, but I have promoted Tiana Freiri-Foley to the position of Assitant Principal. I posted the position and she was the only applicant. She has several years of experience in Special Education in charter schools. Last year she was our Coordinator of Special Education after I stepped into the Associate Principal position. She will oversee Special Education, Induction (clearing credentials for new teachers), Math, English, and PE teachers/programs.

### **Mental Health Supports**

We have a lot going on:

- We will have two interns this year from St. Mary’s. One is Kristen Freeman, a professor at St. Mary’s. The other is Roxana Rojas, a trainee intern from the counseling program at St. Mary’s. Kristen will be with us once a week for four hours working on social groups with students aligned with a grant she has received. Roxana will be with us three days a week for a total of 18 hours working with students who have 504s and drop-in counseling needs.
- Lorrán Garrison is our School Psychologist. She will be doing assessments and working with students who have minutes in their IEP.
- Dr. Susan Nachand is a parent and Clinical Psychologist specializing in working with students who have autism. She will be working two hours a week with some of our students with IEPs.
- Becky Cable is a parent and Behaviorist. She is also volunteering her time to work with students with more significant behavioral needs.
- We have purchased [The Herioc Journey Social Emotional Learning Curriculum](#). Lorrán Garrison is on the board of this organization. We have trained the teachers and Lorrán is adapting the lessons and creating slides for teachers to use in advisory.

## **ELOP Funds**

We have received \$50,000 for Extended Learning Opportunities through the Creek. We currently have 17 families interested. The funds could cover 10 free spots or all spots with a \$17 co-pay. The funds are designated for 6th graders first.

## **Food Service**

Our meal service is going really well. We are still determining the numbers, but we are hovering around 150 served at lunch and a little less at breakfast.

Students are enjoying the food. We have been working out some kinks. We tried to have one of our staff- Fabian Gutierrez, work as the meal service handler and JR Catering would just drop off, but Fabian needs to cover classes in his dual role as an Instructional Assistant, so it will not work to have him in that role. I spoke with Reyes Ramos, the President, and we have worked out an option where they provide the food service handler and we will pay them. This needs to be added to the contract. We are trying it out at this time. In addition, we have set up the team with PowerSchool log-ins so they can get students through the lines more quickly. We had one keypad and a Chromebook (which was too slow) We are looking at getting three laptops and keypads for students to input their codes. Jr. Catering has been wonderful to work with and the food is good and popular.

They have also brought in a new vending machine with beverages and healthy snacks. This was in the original contract I drew up, but seems to have been omitted from the final, so we are also adding this to the addendum.

## **SchoolMint**

Kayla Knowles and I met with the implementation team for SchoolMint which will be our new enrollment system. We will be ready to launch on October 1st. The Enrollment Express process has been horrible. We are still cleaning up numbers and the biggest challenge has been getting demographic, contact and FRL information transferred over to PowerSchool.

## **iReady**

Our new testing platform instead of NWEA MAP will be reading for our first test administration at the beginning of September. Students will take the assessment in September, January and April. The platform has features to help teachers target student needs and use it for instruction. It also offers teachers tools to assign students for support.

## **Bell Schedule**

We've had some initial feedback about the bell schedule being confusing. We are looking at making some slight changes.