



Executive Director Board Report- January 2023

Staff News

- Peaceful Schools met for the first time (this school year) earlier this month with the Director team
- This work will continue monthly with Directors and Peaceful Schools
- Peaceful Schools will be doing a full day PD for all staff on Friday, February 3rd and then following up in March - June on a pilot program in UE and MS
- We are hoping to sign a two year PD contract with Peaceful Schools for the 2023-2024 and 2024-2025 school year, pending further ILT and Director discussion after the Feb. 3rd training. This work is connected to our MTSS process, Social Emotional Support Curriculum using Zones of Regulation, DEI work, and our Indicator 10 discrepancy
- Staff collaboratively agreed to dig in on our AMS accreditation process over the next 18 months – we will submit our self study to AMS ahead of July 1st 2024 and we will expect a site visit in the fall of 2024
- Weekly coaching continues at the Lower and Upper Elementary levels on implementation of our reading, writing, and cosmic education curriculum
- Mid year evaluations are underway for all staff – our hope in future years is that this work will take place in December. Those on IDPs (individualized development plans) are aware and working with their Directors to build their capacity as Montessori educators (IDPs generally look like one-on-one coaching weekly instead of month from Directors)
- Winter Testing Window with EasyCBM and i-Ready has started – due to a late start in the fall we bumped the window out with a rolling start (MS first, then UE, then LE) with a wrap date for all testing in the winter window closing mid-February
- We have registered 19 staff members and 3 board members to attend the AMS conference in March. We are working on booking the hotels and flights this week. We hope to have this group identified for Orlando (next year) in September and to do this work in October, well ahead of the early bird registration deadline.
- MS and UE have spring overnights planned – if parents have not already received information they will shortly. We continue to work on building a strong bridge of social engagement between our UE and MS students, adding an increase in difficulty each year to be better prepared global citizens (and HS students ;)
- MS students spent intercession planning and executing a service learning project – all went well.

School News

- Staff will collaboratively finalize our 2023-2024 school calendar ahead of the February board meeting. We are hoping to push out next year's finalized school calendar the week of February 20th to parents. We hope, for future years, that the calendar will go out to parents ahead of Thanksgiving break. We are working to add two full days of Professional Development in August for all staff – the exact timing of this work will determine school start and end dates.
- Lottery Application process is live. Wyleen is processing with support from Denise. We are working on tightening up the entire Lottery enrollment process in partnership between Operations and Directors. Lottery closes 2/3/23.
- Lottery Applicant Numbers – as of Tuesday morning we have 701 applicants who have applied (K-275, 1st - 98, 2nd - 77, 3rd - 57, 4th - 60, 5th - 49, 6th-60, 7th - 14, and 8th - 11)
- Re-enrollment window for all parents (k to 8th grade) will open in February for one week
- JoAnne is working to properly enroll all 3 and 4 year old students ahead of March 1st for the 2023-2024 school year in partnership with Fay Masterson and Denise Kimball.
- Leadership Transition Survey went out to Admin earlier this month – 100% completed
- Staff Survey will go out in early February (striving for 100% participation)
- Parent Survey will go out in early March (striving for 100% participation)
- Spring Camp is canceled due to lack of staff – Parent community will receive a communication early next week
- We will roll out Summer Camp and Aftercare applications to all parents in early February with a week long registration window. We are hoping to have all Summer Camp and Aftercare enrollment issues resolved by the week before spring break
- Staff Committees - ILT, AMS, and Hospitality continue to meet monthly, building that collaborative ethos across the entire building
- The EC department had important meetings with Gloria and I this month about service implementation, data capture, and necessary scheduling changes (expected as early as mid-February)

PFSA and Development News

- PFSA leadership is working hard on a variety of projects as we approach the spring (Piada Restaurant Fundraiser, Spring Pictures, Spring Garden Day, International Festival, Teacher Appreciation Week, Spring Movie Night, etc)
- We hit the 100% board participation mark in December. We are at 60% staff participation with 80% admin participation. We are at 20% parent participation for the Sterling Annual Fund. We can talk more at our board retreat in March about how to boost parent involvement.
 - Total amount available in the Development account is \$51k (\$37k rolled over from last year, ~\$25k raised since 7/1/22, ~\$10k spent)
- We have an Alumni Day on the calendar – Friday, April 21st. A Save the Date will go out later this month. Planning and full scope of the day will depend on staff capacity.