

Executive Director Activity Report

For the week ending July 25, 2025

Expansion

- Final credit committee approval on loan from EFF. Final board approval within 3-10 days and then begin the closing process
- Highly competitive, rigorous, and lengthy process to get to this moment

Policy and governance

- PED announced that Synergy will be the new required Student Information System for all public schools in New Mexico.
- EMHS will explore early adoption as we transition away from PowerSchool

Leadership

- ED to receive executive coaching from Greenhouse E3, paid for by Excellent Schools New Mexico and a grant. Matched with Todd Dickson as coach, founder/CEO of Valor Schools in Nashville.
- Valor Schools created the Powered by Compass model that East Mountain is considering adoption for SEL programming at the middle school level

School Promotion

- EMHS well represented at the interim Legislative Education Study Committee this week. Senior Andy Procter was part of a panel presentation making policy recommendations on GenAI in education.
- During a report on charter school governance and leadership, Dr. Joseph Escobedo featured EMHS student engagement in his report on APS charters (the only APS charter to be featured in the presentation).

Financial

- Begin pulling files for audit
- Finished Innovation Zone grant (\$200,000).
- Finished Yaas Prize grant

For the week ending July 18, 2025

Facilities and Operations

- Researching cooling options for tech closet in Building 4
- eastmountain.org now live for web and email. Will begin transition after start of school year.
- Meeting with Tijeras Library on bus pick up

-Final library de-brief with Francine Binnert, our library consultant. Finished weeding out old books, preservation of books for new library, and development of plan and policies for new 6-12 library

Financial

-APS Audit entrance meeting- Clifton Larson Allen taking on this year's audit of APS charters

-Kicked off financial planning process with Bellwether for the creation of a robust financial planning tool for the coming years

Leadership

-APS charter leadership meeting, attended with Principal

-Meeting with Top Minnow, a consultant firm with experience building dynamic data dashboards for local charter schools. Work covered by CSP award status.

-Meeting with Amy Rome, former Chicago School Board member and long time school administrator who now lives in San Pedro Creek and serves as President of the Board for the East Mountain Food Pantry. Discussed collaboration on school meal program and possible assistance on a school governance level.

For the week ending July 11, 2025

Facilities and Operations

-Inspected grounds for storm damage from storm on July 6, 2025. Major hail the day prior. One large leak was discovered in one admin office. Filed insurance claim for roof damage

-Confirmed bus driver availability for new pick up and dropoff route from Tijeras Library

Leadership

-Met with leadership team and board members to discuss new administrative direction with middle school. Not filling the principal role at this time, allowing for additional counseling staff to support middle school students earlier.

-Worked on Discovery and Enrichment programming updates with Principal

-Established partnership with [Junior Achievement of New Mexico](#) to provide free, ongoing career speakers for Wednesday enrichment

Financial

- Worked on leave updates, researching leave policies of other schools, districts. Compiling policy recommendations for July GC meeting
- Preparations on applications for new grants: Innovation Zones, Literacy Mini Grants, Outdoor Learning

For the week ending July 4, 2025

Governance and Policy

- Meeting with APS Charter School Director, update on school expansion and planning
- ED asked to serve on this year's charter renewals for other APS charter schools
- Meeting with APS Fine Arts Director to collaborate on Manzano band participation and credits
- Continued refinement of upcoming policy review system and process

Expansion

- Architect and Contractor meeting, additional value-engineering exercises to save money on total project costs
- Updates on Bernalillo County traffic study
- Meeting with The Sign Store, Al Padilla (alumni family owner) on new marketing materials for school
- Reference checks on Middle School Principal applicants

Financial

- Kickoff meeting with [The Grant Plant](#)
Find and apply for all grants available, seek out additional corporate sponsors
- Meeting with Foundation treasurer for loan closing preparations
- Finalized RfR's from past fiscal year

GenAI

- 4th meeting with LESC working group on statewide GenAI policy. Began drafting legislation for education AI work to be introduced at the 2026 legislative session.

For the week ending June 27, 2025

Governance and Policy

- Governing Council meeting on June 23, 2025
- Wireless device policy adopted, with expectations to revisit in September

- New business manager introduced
- Expansion updates- modular building to support smaller 6th grade cohort in Fall 2026
- Executive director contract extension

Legislative advocacy

-Met individually with Legislative Finance Committee budget analyst assigned to education. Discussion of ideas for legislative session improvements to school funding formula. Ideas include financial incentives for spotlight schools or schools making substantial academic gains. Listing priorities for next two legislative sessions, including funding for critical academic interventions.

Operations

- Implemented new transportation portal in Cariina. Allows for parent access to bus activity, attendance tracker of ridership, submission of permission forms, etc.
- Learned new inventory portal in Cariina
- Launched faculty app for Cariina-most used forms now available without having to enter email address multiple times

Expansion

Meetings with EFF on the details of school and Foundation 21 million loan for construction. To be closed in September.

Meetings with SMPC architect to decide on finishings (colors, flooring, etc.) on new building.

Middle School Principal finalists interviewed

Outreach

Strategy meeting with Cottonwood Classical's Executive Director on additional collaboration opportunities for the upcoming school year. More teacher visit dates scheduled.

Attended Greater Albuquerque Chamber of Commerce meeting where EMHS was presented with "School of the Year" award. Delivered a brief speech on school excellence.

For the week ending June 20, 2025

Financial

- GC Finance Committee meeting introduced council members to new business manager
- Discussion of May financial reports
- May was the first month that the school meal program generated revenue. A new contract with the vendor was discussed that should guarantee the meal program either breaks even or generates revenue in the coming school year.

Governance and Policy

- Began development of new system for better tracking of school policies, making updates available publicly
- Confirmed wireless device policy changes with school attorney, updates from Principal's feedback from staff

Expansion

- Continued zoom interviews with Middle School Principal candidates
- Identified two finalists, developed stakeholder input protocols for upcoming week with senior leadership team

Operations

- Met with Director of [ASU's Next Education Workforce](#) to consider partnership on exploring innovative team-based teaching models. They are currently working with APS and school districts across the country on identifying methods for making the teaching profession more sustainable and learning experiences better for students
- Met with Athletic Director and Principal to discuss improvements and systems for upcoming school year, including evaluating open coaching positions. Reviewed the athletic team's improvements to handbook, player contracts, etc.
- Worked with Siarza Social Digital on new website for school. The goal is for eastmountain.org to be live by mid-July with major improvements to design and functionality
- Met with Edia, a platform used by multiple districts in New Mexico and nationally to improve attendance procedures and data management
- Confirmed cancellation of school's contract with Vital 110 for the 25-26 school year. Many problems with the platform and service.

Facilities

- Met with contractors to plan the construction of a wall this summer in Room 402 to allow for multiple classroom and office space
- Finished moving of old library equipment. Finished setup of new computer lab in right side portable with school's tech support

School Promotion

EMHS Speech and Debate attended the 100th National tournament in Des Moines, IA this past week. Four students earned the right to compete with coach Atalie Nelson. Andy Procter, Liam Pereira, and Grayson Oakleaf all qualified for elimination rounds in their events (out of preliminary rounds). This was EMHS' 17th straight appearance in the world's largest academic competition.

For the week ending June 13, 2025

Financial

-Attended a grant workshop sponsored by the GrantPlant on 6/9/25. Began talks with GrantPlant to provide grant research and writing services for the school in the 25-26 SY. Approx. \$500/mo. Can pay with other grant funds. New business manager reports previous school received \$500,000/yr. from work with Grant Plant.

-Operations Manager and ED had onboarding session with Charlotte Archuleta, the school's new Business Manager, to clarify business office operations for the upcoming school year.

-Finishing of contracts for staff for upcoming year, including correct financial coding.

-Applied for and received \$57,011 grant from PED related to "out of school" time programming. Can help offset costs related to athletic and activity club stipends

Facilities

-Yellowstone Landscaping finished outdoor cafe project by final grass seed installation around amphitheater.

-Applied for grant to support purchasing equipment and supplies related to having a mental wellness room on campus.

Expansion

-Library consultant finished weeding out all old inventory. Identified work plan for improving inventory of all school equipment. Differentiating between library collection and resource manager.

-Zoom interviews with Middle School Principal candidates

-Architect and Contractor meeting with members of Foundation board to clarify final budget of construction project and timeline

-Met with Cottonwood Classical's Director of After School Programming to brainstorm East Mountain's program when the middle school is operational.

GenAI

-ED appointed to the Legislative Education Study Committee's statewide working group on AI in education. Attended one Zoom meeting and one daylong convening at Roundhouse. Goal of group is to make policy recommendations for statewide approach to AI in education.

-Met with and solicited quote and scope of work from Oforma AI, a local startup building localized AI networks for nonprofits. Goal is to make large amounts of data usable and assist students with PSAT/SAT score improvement plans.

-Applied for [grant](#) to implement AI system locally

Charter School Growth Fund

-Onboarding with Charter School Growth Fund. In addition to a \$520,00 grant, the CSGF portfolio provides additional networking and professional development opportunities.

Operations

Met with Cariina to develop software tracking systems for new bus route and improved inventory system

School promotion

EMHS Robotics featured at state charter conference June 11, 2025 at the Embassy Suites