

Quarterly School Administrator Report

General Information

Administrator Name: Joann Karetov

School/Division: Lower School

Quarter & Year: Trimester 1- September 2026

Section 1: SWOT Analysis

Category	Details (examples included, replace with your entries)
Strengths/Celebrations	Examples: Increased student achievement in math; Strong extracurricular participation 1. Back to school PD week was positive 2. Prep 4 Success conferences (shorter in time, but more students) 3. Onboarding new students 4. New teacher onboarding
Weaknesses	Examples: High teacher turnover in specific departments; Limited technology integration 1. Not fully staffed 2. Adjusting to new schedule 3. Adjusting to 24 additional students in LS (especially since not fully staffed) 4. Parent pick-up/bus
Opportunities	Examples: New state grants for STEM programs; Partnerships with local businesses 1. Data analysis review is underway (new FastBridge assessments; waiting to release MCA scores) 2. Implementation of READ Act training (ongoing) 3. Looking at math curriculum cycle

Threats	Examples: Declining student enrollment; Legislative funding cuts 1. Adapting to new testing - looking at comparative data to previous assessments 2. Bringing new students up to expectations of rigor and behavior - culture with new staff/students
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Section 2: Addressing Weaknesses and Threats

Question: What steps are being taken to address the identified weaknesses and threats?

Response:

Weaknesses	Examples: High teacher turnover in specific departments; Limited technology integration 1. New 2nd grade EA and art EA. Need to train. Still seeking (3) 3-hour EAs 2. Adjusting to spread-out schedule, with recess before lunch and 3 separate lunch times. 3. Using Teach Like a Champion strategies to support new students re: behavior and classical academics 4. No new applicants
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Threats	Examples: Declining student enrollment; Legislative funding cuts 1. Ongoing PD regarding new assessments. 2. Repetition and training for staff/students regarding expectations
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Section 3: Family and Community Engagement

Prompt	Response
How have you engaged families to support student learning and school initiatives this quarter?	Prep 4 Success Conferences LS New Family Night in August Weekly classroom newsletters Monthly Paw Print
How have you collaborated with staff to build a positive school culture and support instructional goals?	Individual Goal Meetings with teachers Division meetings Grade level meetings
What new strategies or practices are being introduced to strengthen family-school-staff partnerships?	New staff discussions on Prep culture. Mentor teacher support for new staff. Ongoing communication when needed.

Section 4: Additional Notes & Future Planning

Upcoming priorities for next quarter: Data reviews regularly; Intentional WIN Time support for students based on data (new progress monitoring in reading AND math - never had math progress monitoring before).

Anticipated challenges and mitigation strategies: Continued training for new staff and students.

Support requested from the School Board: None at this time.