

September 2025

Director of Instruction & Accountability Report



District Testing

- Print and Distribute reports from the State Testing System
- Start looking at testing windows and preparing district testing dates to come

Professional Development:

- Monitor Back to School PD to ensure presenters have what they need, locations are ready, sign in sheets made and collected

PEIMS/Ascender/District Data

- Beginning of year verification reports and data entry
- Prepare for the district ascender roll over for student data

District of Innovation/Teacher Certification:

- teacher certification- required letters to inform parents

Special Programs:

- Reviewed and Updated ARD agenda for district
- Reviewed referral process and created binders for campus - resource
- Special Ed Tracker - development with Ekohi to track time students are receiving services in special ed

Accountability:

- Create Grading Posting Schedule; Grade/Eligibility Parent Information; District Eligibility Calendar;
- Reviewed and updated with admin the district's Grading Handbook

Instructional Resources/Software & Curriculum:

- Verify processed orders as they are received at CO
- Work with Instructional Tech and software programs to ensure everything is up and running
- Accelerated Instruction/Intervention -compile district list for tracking students year to year
- Working with Ekohi to get things up and running - updates, roll over, new features
- Meeting once a week with Carnegie Math for Strong Foundations Grant

Admin Duties:

- Designated to investigate a complaint turned in by staff member

Christy Price

Director of Instruction and Accountability