

# Department Director Report - Activities Department

## General Information

Director Name: Keven Seim

Department: Activities Department

Date: 6/16/25

## Section 1: SWOT Analysis

Category	Details (examples included, replace with your entries)
Strengths	<p>Examples: Efficient workflow systems; Strong vendor partnerships</p> <ol style="list-style-type: none"><li>1. Formalized communication with our coaching staff.<ul style="list-style-type: none"><li>- Preseason meeting for all coaches of all sports.</li><li>- In Season meetings scheduled twice a month with head coaches.</li></ul></li><li>2. Partnering with the Upper School to publish a newsletter that includes highlights for activities and athletics.<ul style="list-style-type: none"><li>- In attempt to provide better awareness and transparency.</li></ul></li><li>3. MSHSL Compliant.</li><li>4. Coaching Staff</li><li>5. Competitive Programing.</li></ol>
Challenges	<p>Examples: Outdated equipment; Limited staff training opportunities</p> <ol style="list-style-type: none"><li><b>1.</b> Determining workflow, communication, and processes because of the reduction in staff in the Activities Department.</li><li>2. Event Staffing</li><li>3. Funding the needs of individual activities and athletics programs. (Irrigation system, Pitching machine, Uniforms)</li></ol>
Opportunities	<p>Examples: New funding opportunities; Technology upgrades</p> <ol style="list-style-type: none"><li>1. BOUND</li><li>2. Employing students for event staffing. (Service Hours)</li></ol>

Threats	Examples: Rising operational costs; Supply chain disruptions  1. Rising equipment / Uniform costs.
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## Section 2: Addressing Weaknesses and Threats

Prompt	Response
What steps are being taken to address the identified weaknesses and threats?	BOUND – Will help with registration, payment for officials, payment for game workers, roster updating. Employing students to become game workers. Individual program fundraising to address cost increases for uniforms and equipment costs.

Prompt	Response
General Updates / Highlights	<p>Prep Open – New Venue (Indian Hills Golf Course), June 22</p> <p><b><u>Girls &amp; Boys Hockey</u></b> Dissolution of current cooperatives with Woodbury (girls) and Gentry (boys). Created new Cooperatives with S. St. Paul for both.</p> <p><b><u>Basketball</u></b> Boys Basketball – New Head Coach Girls Basketball – New Head Coach and Staff.</p> <p><b><u>Spring Sports</u></b> Boys Volleyball Track – Multiple State Participants and multiple top 10 finishes. Highlighted by the girls 4X4 placing 3<sup>rd</sup> in state. Baseball – Section Final Golf – Aleena Lee – Girls Conference Player of the Year</p> <p><b><u>SURVEY</u></b> 87% of students feel like their needs are being met with extracurricular offerings that we provide. 85% of students felt like they have enough time to pursue extracurricular offerings outside of academics.</p>

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### **Section 3: Budget/Department Planning**

1. Please outline any anticipated large-scale budget requirements for the upcoming quarters and explain how these resources will address current challenges or position the department for future success.

4 programs are in line to get new uniforms this coming school year.

Gymnasium scoreboard replacement.

Addition of Softball and Baseball fields on campus. (Multiplex Field)

Touchscreen Recognition System

Gym and Stadium Advertisements – Scoreboards, Fences, Press box, etc.

### **Section 4: Additional Notes & Future Planning**

Upcoming priorities for next quarter:

Anticipated challenges and mitigation strategies:

Support requested from the School Board: