

7-12 Principal's Report

March 2020

SCHOOL CLOSURE & COVID 19: After the school closure our instructional methods changed drastically. During the week of March 16th we moved all classes in grades 7-12 to the online format using Microsoft TEAMS as the platform for delivery. I had a virtual staff meeting on March 17 and a teacher training on using TEAMS on March 18th. Teachers began creating their classes and uploading their curriculum. On March 19th I worked with IT and a few teachers to collect all laptops and iPads and chargers. We cleaned each device, logged the serial number of each device, and put each one in a sealed Ziploc bag. On March 20, 23, and 27th we distributed student devices and asked students to clean out their lockers and take their textbooks so that they can complete assignments. Also during the distribution, we gave parents a copy of the user agreement that was signed at the beginning of the year, instructions for connecting a laptop or iPad to their home internet, device cleaning instructions, and information for parents to set up their Parent Portal account with Infinite Campus. Each device was checked out by serial number to individual students and each student was given one-on-one instruction to learn how to access the TEAMS platform and Infinite Campus. Coursework began on March 23rd. I also had Hilldale Colony creating packets for students during the week of March 16 and their students have received daily assignments since March 23rd. Our students and colony only missed one week of instruction during the school closure thus far.

I worked with IT to develop a form asking for information that would be needed to ensure that all our students had internet in order to complete their assignments. I created the form and IT put it on the school website. We collected the information for two weeks and then worked with Triangle Communications to provide internet to our students.

I work daily to keep up with the ever changing school regulations and closures during this time. I have been in communication with parents, students, teachers, and staff to ensure that things are improving for our students and that all are able to access the course content. I have participated in numerous virtual meetings [Bruco cleaning, Infinite Campus, Microsoft courses, OPI, SAM, and staff meetings] in order to support and guide our teachers and students through online learning. The 7-12 building was officially shut down with cleaning and sanitization complete on March 27th.

I have our paraprofessionals working in the kitchen to help with making and delivering over 1200 meals a day. Teachers are required to keep an educational/instructional log of everything they are doing during the day to help students, develop their curriculum and/or online professional development they are doing to improve their instruction to students through online teaching.

Curriculum & Instruction: During our professional development day our MCLP independent consultant provided valuable support to help the School Leadership Team (SLT) to complete the GAP Analysis & Alignment Tools for the new MCLSDP Grant.

I have been working to ensure that all certified staff are completing attendance correctly, updating grades weekly for eligibility, posting their tri-weekly grades, completing the parent contact logs, and general class preparedness. Teachers have expressed frustration at low attendance and the need to re-teach to catch students up after absences.

Many teachers are explicitly teaching vocabulary in their content areas using vocabulary cards, vocabulary.com website, and vocabulary lists created by students from practice standardized test questions. I have also required teachers to increase the rigor of their bell-ringer questions to align more with the types of ACT and SBAC questions students will encounter during testing.

Supervision & Evaluation: The instructional coach completed the walkthroughs of the 7-12 building with elementary teachers and we received many compliments of the work we are doing; although we have a lot more work to do. Teachers from the 7-12 building were to begin walkthroughs of the elementary building beginning the week of March 16. However, due to the COVID 19 virus and the school closure this has been put on hold.

I have completed all classified staff evaluations and submitted them to Human Resources. Overall, I am happy with the growth of this group and will be addressing minor concerns personally with each of them.

Tenured observations were scheduled to happen between March 23-31, and evaluations were scheduled to be completed during the first week in April in accordance with the Master Contract. However, due to the COVID 19 virus these have also been put on hold.

Culture & Language: The Culture Club's plan to have a traditional Round-Dance for March 20th has been put on hold until after the school closure.

Our Teepee Mondays continue with weekly announcements and reminders for students. The Flag Song is now being sung consistently on Mondays and STAR awards are handed out.

We also had a pep assembly for the boys' basketball team going to the State Tournament in Butte. The cheerleaders performed their dance and the boys were introduced using a spotlight. The elementary school was invited over to make the festivities grander. The boys were on the road to the consolation game with a win Friday night but the MHSA cancelled the tournament due to COVID 19 virus.

Behavior Management: Attendance meetings were scheduled, letters mailed and phone calls made to parents as notifications that they must attend a scheduled

attendance hearing with their student on March 5th. However, not one meeting was held due to parents and students not showing up. It should also be noted that there was a funeral being held that same day which was scheduled on the 4th. Therefore, it was planned to send new letters to parents for attendance hearings to happen later in the month. These letters and meetings were put on hold due to the school closure.

Student attendance rates for March are only available for the first two weeks however, it is very low due to the number of students attending the girl's divisional tournament and boys state tournament for basketball. Thus, for the two-week period attendance was as follows: 7th grade- 73.97%, 8th grade- 76.36%, Freshman- 67.01%, Sophomores- 68.42%, Juniors- 62.48%, Seniors- 67.06%. We will need strong parent, community, and student support to turn this issue around when the school closure ends.

Students of the month - March: Christian Gonzalez & Mariah Arkinson

KRTV Student of the Week: Sasha Coffee was honored on March 31st during the 10pm News. CONGRATULATIONS SASHA!!!!

Daily Management: The Parent Portal for Infinite Campus is up and running. I was able to get it up on March 17th after an entire day of training and finishing up some clean up. Parents are able to monitor student grades, attendance, behavior, and update addresses, phone numbers and emergency contacts. The Student Portal has been running since December. Students are able to monitor their grades, attendance, and behavior through the portal.

Current enrollment for Jr. High - 79 students, High School - 130 students, Total enrollment 7/12 - 209 students. Spring sports are on hold by the MHSA currently.