

Quarterly School Administrator Report

General Information

Administrator Name: Amy Kleinboehl

School/Division: SCPA/Middle School

Quarter & Year: Section 1: Q4/2026

Section 1: SWOT Analysis

Category	Details (examples included, replace with your entries)
Strengths/Celebrations	<ol style="list-style-type: none">1. Successfully completed the year.2. Middle School Trip to Valleyfair3. Fun activities - Field day, last day of school
Weaknesses	<ol style="list-style-type: none">1. Enrollment of at least 31 students next year2. Learning about the new budgeting process
Opportunities	<ol style="list-style-type: none">1. Partnership and onboarding of new students/families - the highest amount yet. New family orientation in August.2. Working on the schedule for next year and adjusting to the new needs of students.
Threats	<ol style="list-style-type: none">1. Adapting to so many students to prep, within the culture and the schedule structure.

Section 2: Addressing Weaknesses and Threats

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

Response:

- Enrollment of at least 31 students next year - We are having all students come into the building to take their placement tests in the middle of July.

- Budget - Have completed a training on how to manage finances through Frontline.

Section 3: Family and Community Engagement

Prompt	Response
How have you engaged families to support student learning and school initiatives this quarter?	Quarterly middle school office communication. We are reaching out to families when a student is brought up in child study or other team/grade level concerns. We are coordinating team meetings with staff, students, and parents when needed.
How have you collaborated with staff to build a positive school culture and support instructional goals?	We really do enjoy a good Bingo game in the middle school. We also got together after school a few times throughout the year.
What new strategies or practices are being introduced to strengthen family-school-staff partnerships?	We are approaching onboarding new families differently this summer and fall. We are going to do a new family orientation in August. We are hoping this helps with a more streamlined onboarding process.

Section 4: Additional Notes & Future Planning

Upcoming priorities for next quarter (this summer):

- Balancing the schedule
- Placement test and schedule new students
- Prepare for the new year
- Plan for the first phase of the “one school” strategic plan for year 1
- Prepare for next year with staff - goals and priorities

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