

## Directors' Report

CCS Board of Education Meeting, May 9, 2022

### Collaboration Update

We have been working together and in partnership with our HR/Business Manager and the Finance Committee to clarify roles and responsibilities related to office administration. Revised job descriptions and proposals are being presented at this meeting today.

We had a productive Finance Committee retreat where we worked on the current year's budget revisions and a proposed budget for FY23. The school is in an excellent place financially. Over the summer we will be working on our ideas for how to spend the ESSER funds the school received due to the pandemic - focus will be on mental health, addressing learning loss, providing additional educational opportunities to students, and supporting staff.

### Online Program

Current total online enrollment: Serving a total of **327** students as of 5/2/22.

GRADE LEVEL	CAPACITY FORMULA	CURRENT STATUS
Online K-5	Max of 19 students per class: 38	K-2: 15 students, 3-5: 15 students (30)  Open to 8 more students
Online 6-12	$(C-E)/6=S$  <i>C=Teacher Capacity*</i> <i>E=Current Enrollments</i> <i>S=Number of Students to admit</i>	$(1,538-1,540)/6 = -0.3$

Graduation: We are expecting 47 students to graduate in the class of 2022! The graduation ceremony will be held at the CCS school building at 1:00 PM on Friday, June 3. The program is being developed and we are looking forward to a special day to celebrate our graduates! So far, 21 graduates have indicated that they are planning to attend the in-person ceremony along with their family and friends. We also plan to stream the ceremony on Facebook or have the recording available so that students not attending in-person can be included.

The online administrative staff met in-person (mostly) on April 20 to discuss numerous items that required extended attention. Topics of discussion included:

- Online Advisory and Orientation
  - There is a working group in place that is developing new processes for new student orientation. Students will need to complete orientation before starting their coursework.
  - We are re-vamping high school online advisory to be more grade-level focused, with weekly grade-level meetings similar to the middle school, titled grade-level Seminar. Seminars will be required (students would receive a grade A-F instead of Pass/No Credit as it is currently) and will be worth .25 credit per semester (counts as Elective credit).
- Attendance Policies and Practices
  - Reviewed how other online schools track and report attendance.

- Reviewed some proposed policy changes, including how to account for weekend attendance.
- Revised policy will be presented to the board at a future meeting, to be included in the FY23 Student/Family Handbook.
- Mental Health and SEL Supports
  - Discussed the need for a SEL Screener - SAEBRS was suggested. A demo meeting with the company is scheduled. Funding for this was included in a recent ESSER application and accounted for in the revised FY22 budget.
  - Once reviewing data from the SEL screener, we will be better able to identify what additional mental health support would be best for our students.
  - We will build SEL modules from Edgenuity into the Seminar courses.
  - We are looking into options for a partnership with a therapy agency to provide virtual therapists to our students (would be covered by parent insurance but the school may have a fee attached as well).
- Graduation Credits
  - Plan is to reduce the course load for incoming 9th graders - from 6 classes per semester to 5 classes. The rationale is that the transition to high school is very challenging, especially in an online environment, and this will help them get off to a successful start.
  - Freshman Seminar will be in addition to the 5 courses.
  - Students can add a 6th course if desired or needed.
- JMC Student Information System
  - We can be using more features of this system, we continue to learn more.
  - Parent-teacher conference scheduler is something we can try next year.
  - Master schedule builder and Credit Checker - Natalie will look into this.
  - Can use JMC to track discipline as needed, SPED accommodations
  - Families need more info/training about the features of JMC that they can use.
- New Student/Family Communications and Streamlining Admissions
  - Creating FAQ/Documents/Videos for interested students
  - Reviewed admissions forms, they are being simplified/revised
  - Need to revamp the website and include videos of what students can expect
  - Reviewed data privacy practices and how to ensure data privacy when sharing student records with staff who need them
  - Omitting the essay from the new student application process
- Course Assignments for Students on IEPs
  - MyPath and Foundations courses are an excellent option for students, want to continue these offerings. Teachers also do a great job creating needed courses when needed.
  - By requiring orientation, it provides more time to get new student records before assigning them to courses and should help minimize course changes.
- Professional Development Calendar Planning
  - We need to create an annual plan to ensure that the different expectations for training are met - student/staff needs, authorizer expectations, MTSS, Quality Matters
  - There are many small groups working on special projects - how to provide CEC hours for this?
  - With additional PD time this year, important to find the balance between small group and whole school PD sessions
  - Extended goal is to have a multi-year PD plan of topics and training

Summer school is planned for the month of June, to be focused on high school credit recovery and middle school math support. The deadline to sign up is Friday, May 13.

We have a number of great candidates for the .5 Spanish/Electives Teacher position. Additional staff changes expected for 22-23 are an additional .5 Learning Coach (only .2 of this FTE is new from what we have now - the other .3 is replacing other staff reductions), .5 Work-Based Learning Coordinator and if that role is filled internally, will likely need .5 SPED teacher (all previously discussed/approved by the board). We also need to replace a Paraprofessional position for someone who is leaving our staff.

The high school fall electives registration form will be sent out in May - well in advance of the week before school starts as used to be done!

Online teacher/learning coach administrative evaluations took place in April and are now complete. Staff are on a 3-year cycle of administrative evaluations, in addition to the evaluations that are done as part of the QComp program.

### **Seat Based Program:**

Our first Tuesday Celebration was held outside this month with a kick off to our Earth Week Activities. We gave away books, heard poems, reading and jokes about Earth Week topics,

We are working to finish up all drills. Procedures for intruder drills will be changed when our ALICE training is completed in August.

We are super excited to support our archery team as they qualified, raised funds and make their way to the national tournament in Louisville, Kentucky! They will be doing their shooting on Thursday, May 12, 2022. Good luck and best wishes to them!!

Ellie Hanisch will be moved into the Behavior Interventionist position that has been approved. This will open up a Title 1 position for next school year. This will be posted internally and then externally if there is no interest.

Summer school is taking place on Tuesday and Thursday 8:30-12:30, June and August. Children will be encouraged to attend big fun Tuesday immediately following. Teachers have invited students, and we will have room to make an open invitation as well. The goal is to attend all offerings. This is one session of Summer School, not two, even though it is separate months.

We have lots of testing, field trips and fun happening in April and May! This has been going very well! Grades 3-8 have completed the MCA testing. We will be concluding Star testing in the next few days. It's quite amazing how much stress is generated from this testing. This stress is displayed in various ways, the most flagrant being behavior and language. Sadly, we have had to enact quite a few policies concerning physical aggression and inappropriate words. We have ISS and other procedures in place. Fortunately, kids are very resilient. We are working on some restorative justice plans and continue working toward our school being one of the best parts of these kids' lives!!

Our current enrollment situation is great.

Grade Level	# Enrolled	# of Applications
PK	19	19
K	15	0
1	19	1
2	16	4
3	20	2
4	18	1
5	15	0
6	14	1
7	16	0
8	15	2

A lottery may not be necessary at this very time, but in the 3 and 4th grade classes, the teachers have made it crystal clear they will not go over 21 students. I support that. We have closed our preschool enrollment for the next year.