

Atlanta Neighborhood Charter School

Principal/Executive Director Report
November 29, 2011

Submitted by Matt Underwood & Lara Zelski

Overview

- Accountability & Compliance
- Finance
- Personnel
- Operations
- Fund Development

Accountability & Compliance

- Academics
 - *Elementary Campus: (1) Academic Assistance, (2) Focus Walks, (3) Report Card*
 - *Middle Campus: Academic Progress Report*
- Policy Implementation - *Discipline Policy*
 - *Term 1 Behavior Referral Data*
- Special Education Report - *Ashley States, K-8 Special Education Coordinator*

Accountability & Compliance

Elementary Campus Benchmark Tests

- Elementary campus students participated in benchmark testing in English/Language Arts and Math last month
- Results from tests analyzed by grade level teams along with other data as a part of ongoing teaching and learning assessment

Accountability & Compliance

Elementary Campus Benchmark Tests

Grade Level	ELA Average	Math Average
3 rd	67%	42%
4 th	70%	36%
5 th	77%	40%

Accountability & Compliance

Elementary Campus Academic Assistance

- Program started the fourth week of school
- Weekly progress monitoring and classroom performance are used to determine adequate progress to exit the program
- Each student has a daily communication folder to assist with home/school communication

Accountability & Compliance

Elementary Campus Academic Assistance

- Students who do not make progress during one rotation are referred to Student Support Team (SST)
- Currently 5 students are in the SST process, and possibly 10 additional students who will be referred to SST next term
- Click [here](#) to view the latest Academic Assistance data

Accountability & Compliance

Elementary Campus Focus Walks

- September/October “focus walks” focused on academic engagement and on task behavior with data taken over a five minute period of time
- Teachers were provided feedback and a staff discussed data
- Whole-School Average of on task/engaged behavior during observed period of time:
 - September: 85%
 - October: 93%

Accountability & Compliance

Elementary Campus Report Cards

- A change in the elementary campus reporting system has been explored for several years
- Last school year the report card task force gathered information and recommended a new structure.
- New report card format will be used in term 2
- Students in special education program will also receive report using new format

Accountability & Compliance

Middle Campus Academic Progress Report

- All students in grades 6-8 participated in second administration of STAR reading and math tests in late October/early November
- First administration took place in first weeks of school
- This second administration provides one data point to assess individual and grade level progress in essential reading and math skills over the first academic term

Accountability & Compliance

Middle Campus Academic Progress Report

Nov 2011 Reading Progress Report

Nov 2011 Math Progress Report

- Both the reading and math progress reports show growth at all grade levels relative to first STAR test administration
- Growth at all grade levels is beyond what would be expected based on normative group for this same period of time

Accountability & Compliance

Term 1 Behavior Referral Data

- Elementary campus faculty and staff worked with K-8 Dean of Students, Alcine Mumby, to tailor behavioral referral process based on new discipline policy to reflect developmentally-appropriate practices for students in grades K-5
- Behavioral referral process implemented at elementary campus in mid-October
- Faculty and staff will review referral data after early implementation phase ends
- Parent information session regarding referral process to be held in conjunction with January PTCA meeting

Accountability & Compliance

Term 1 Behavior Referral Data

- Middle campus referral process was already in place based on work in previous school years
- Behavioral referral process helps to structure conversations about student behavior between student, advisor, and parents
- Referral process also yields data faculty can use to assess effectiveness of discipline policy and practices

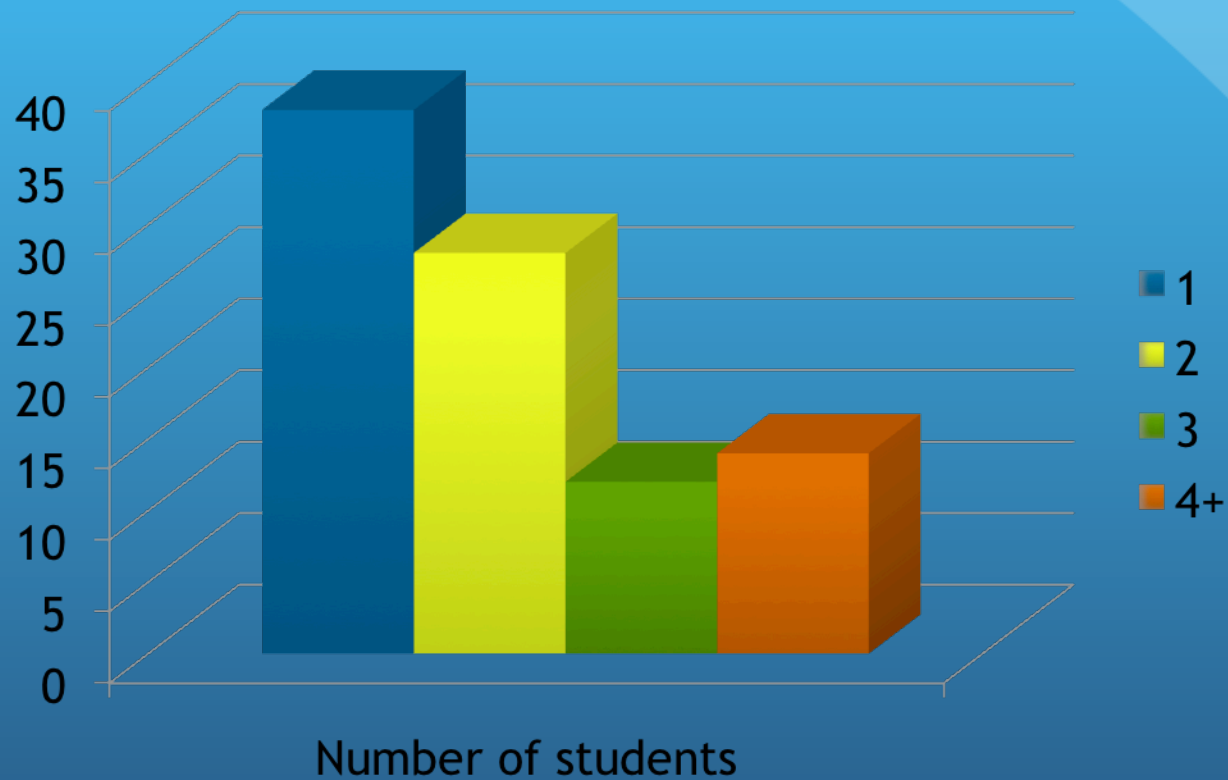
Accountability & Compliance

Term 1 Behavior Referral Data

- In term 1, approximately 40% of middle campus students received at least one *advisor referral* for level 1 or level 2 behaviors
 - 31 6th graders, 31 7th graders, and 30 8th graders received an advisor referral
- In term 1, approximately 8% of middle campus students received at least one *Dean of Students referral* for level 3 or level 4 behaviors
 - 8 6th graders, 7 7th graders, and 3 8th graders received a Dean of Students referral

Accountability & Compliance

Term 1 Middle Campus Advisor Referral Data



Accountability & Compliance

Term 1 Behavior Referral Data

- Of the 14 students who received four or more advisor referrals in term 1, 11 are students who are new to the school
- These students will take part in behavioral intervention group in term 2

Accountability & Compliance

Special Education at ANCS

- *Please see separate report submitted by Ashley States, ANCS K-8 Special Education Coordinator*

Finance

- Information Update - *FY12 Budget Update*

Finance

FY12 Budget

- *Please see the separate FY12 budget update submitted by Cherie Ferrell, ANCS Director of Business & Operations*

Personnel

- Information Updates
 - *Elementary Campus Director of After School Program Position*
 - *Elementary Campus Principal Position: Midyear Review and Interim Status Process*
 - *Director of Business and Operations Midyear Review*

Personnel

Elementary Campus Director of After School Program

- In conjunction with last month's report from Carol Keller, the director of the elementary campus after school program, executive director, elementary campus principal, and personnel chair collaborated to develop clear description of the responsibilities of the after school program director position
- These responsibilities will allow for more ongoing assessment of the program by the director and the elementary campus principal

Personnel

Elementary Campus Principal Position

- Over the summer, goals were set for the interim elementary campus principal position
- These goals were established collaboratively by the executive director, Matt Underwood, and interim elementary campus principal, Lara Zelski

Personnel

Elementary Campus Principal Position

- As a part of the review of progress towards those goals, three surveys created by Matt Underwood and Leslie Rowe, personnel chair, will go out in December:
 - Board members
 - Elementary campus faculty/staff and K-8 leadership team
 - Elementary campus parents/guardians

- Additionally, Leslie Jo Tottenham, elementary campus counselor, will facilitate elementary student focus group with Matt Underwood to gather student feedback about Lara Zelski as interim principal

Personnel

Elementary Campus Principal Position

- In January, Matt Underwood will complete midyear review with Lara Zelski
- At January board meeting, Matt Underwood and Leslie Rowe will bring recommendation to the board regarding interim status of elementary principal position

Personnel

DBO Midyear Review

- With Cherie Ferrell having started as the school's Director of Business & Operations (DBO) after the start of last school year and given the importance of the position in the first months of the merger, a midyear review was scheduled as a part of the DBO review process last spring
- Pertinent information from this DBO midyear review will be shared during executive session at January board meeting

Operations

- Information Updates
 - *Facilities Grant*
 - *Facilities Lease Agreement*
 - *Operation REACH*
- Current Initiatives
 - *Strategic Plan Update*

Operations

Facilities Grant

- ANCS submitted facilities grant proposal to state department of education in August
- DOE awarded ANCS \$65,000 and directed its use towards mortar repair and/or window repair at either campus
- Grant funds will be used to complete next phase of mortar repair project at elementary campus and window replacement project at middle campus

Operations

Facilities Lease Agreement

- Following the merger, the 688 Grant Street lease agreement between the Atlanta Public Schools and NCS has been amended to be in accordance with updated charter school law and the Atlanta Board of Education approved this new agreement at its October meeting

Operations

Operation REACH

- At the September board meeting, the organization Operation REACH made a presentation regarding a possible partnership with ANCS for a middle school after school program
- Unfortunately, Operation REACH's funding was unexpectedly cut in October and discussions regarding this partnership have ended

Operations

Strategic Plan Update

- Gabe Damiani and Matt Underwood are proceeding with a scaled down version of the strategic plan process presented at the October board meeting:
 - *By January:* Solicit input from board, parent/guardian, and faculty/staff communities on existing strategic plan priorities and objectives
 - *By end of March:* Gabe Damiani and Matt Underwood work with select board, faculty, and community members to analyze survey results and draft strategic plan update for presentation to full ANCS Governing Board
 - *By end of 2011-12 school year:* ANCS Governing Board formally approves strategic plan update

Fund Development

- Current Initiatives
 - *Launch of FY12 ANCS Annual Campaign*

Fund Development

Launch of FY12 Annual Campaign

- The FY12 ANCS Annual Campaign officially launched in early November
- In addition to contributions from families, faculty/staff, and community members, the campaign now includes an effort to solicit local business to partner with the school
- Goal for this year's campaign (including the auction) is to raise \$153,000