



Executive Director Board Report - May 2024

School News

- We had a HUGELY successful close of the year on the PFSA event front – PFSA leadership did a phenomenal job appreciating our staff earlier this month during Teacher Appreciation week. We also hosted a tremendously successful Annual International Festival with over 50 volunteers and 1,000 participants. Everyone had a safe and fun day. We also had our Spring Movie night and our Spring Garden day. Weather was good and a fun, engaging time was had by all.
- Band and Choir are wrapping up their program year – competitions have gone well (in historically significant fashion ;p) and the spring concert is planned for the evening of Tuesday, May 21st.
- Professional Development is wrapping up at each grade level for the year. Directors will continue to meet with Peaceful Schools over the summer to continue their collaborative decision making training, modeling difficult conversations through evaluative practice and also how our team interacts when under extreme stress (April/May and August/September being the pressure points in each year).
- We have meetings scheduled to plan for the off sight Director Retreat in July and our staff's work week in August – we will do this work in partnership with Peaceful Schools and training and development will be a bridge between holding onto our Restorative Justice and Positive Discipline work, while simultaneously moving deeper into our school wide ABAR/DEI work next year.
- Our Testing Calendar has been finalized and we are preparing for that last push of practical life practice when it comes to performing well on standardized tests – 3rd through 8th grade. Final testing proctoring training is underway for all staff.
- The Beginner Teacher Support Program (BTSP) has wrapped for the year. We supported seven teachers this year. Four will graduate from this three year DPI program in June.
- UE and MS went on their overnight spring trips this month. Don Lee was a good trip and a strong learning experience for future programming and planning.
- MS had their spring Dance. It was an amazing tech-free evening full of dancing, fun, and food.

Staff News

- Staff from both Children's House, MS, Specialists, and the EC department are beginning to suggest and explore PD opportunities. Some of these requests have been approved for this summer. We are excited staff are taking the

initiative in advocating for their own PD opportunities. We are also proud to offer them the opportunity.

- Small groups of cross grade level teams have paired up and submitted presentation proposals for both the national AMS conference next March and for the Montessori Association of North Carolina conference in Charlotte next fall. We are proud of these submissions and hope they are considered and accepted.

Administrative News

- The Annual Report is being drafted and worked on ahead of the LHU Board's Annual Meeting in June.
- Enrollment numbers look good. We have a meeting in early June scheduled to review confirmed withdrawal numbers at the 1st through 6th grade level – to better determine whether we will spend June and July calling down our waitlist at the Elementary level. At this point – withdrawals have stayed steady from numbers originally reported in February and early March from parents. We are over enrolled at both the LE and UE levels at this time. Children's House has 65 Kinder spots filled of 72. We are holding spots for potential staff kids on any newly hired staff and will work to fill the remaining 7 spots in July. We are still looking for 15 MS students to enroll at the 7th and 8th grade level
- The Operation Team is also working to successfully close out the 2023-2024 school year, both from a fiscal perspective (prepping for our June audit) and a data perspective (closing out Powerschool and reopening in July with next year's data).
- We have reviewed our Tech Ticketing system for themes and have a Tech PD calendar planned for August. We also will launch a clean, smooth summer tech inventory school wide. We hope to have all devices returned in good condition and returned as needed over the summer. This is a huge improvement from two years ago and important SOP work building wide.
- We have completed our Insurance Audits and are also working on our DPI Annual Health Report.
- The Operation Team is also working on our EVAAS Roster reporting for DPI. It is a busy season for Operations.

Facility and Grounds Management

- Lights are being changed out building wide for more energy efficient and longer lasting ones. Todd is excited to do this work now and hopes to not need to change lights out throughout the year. They are fancy and we so appreciate the board approving this purchase earlier this year. It helps to have gentler, more energy efficient lighting in classrooms, hallways, and out on the patios and under our awnings. Thank you.
- An Arborist walked the property and made some recommendations. Two large, very dead trees on the LE playground have come down and an additional two smaller trees, also dead, got pulled from our front parking lot.
- We continue to prepare for large and small facility projects over the summer (closet remodels, painting projects, a 2nd solar panel installation, landscape improvements, backfield work, and an A10 storage remodel).

Points of Discussion for the Board Agenda

- Staff and Parent Survey: A Review and Discussion (Huge thanks Ryan and Katie this year for doing this important work!)
- SB 49
- AMS Accreditation Update
- Staffing – we have 13.5 vacancies – LE Director, MS Math, MS Teacher Associate, UE Lead Guide (3), UE Assistant (2), LE Assistant (2), Children’s House Assistant (1), and ECPA (2.5). We hired and on boarded our new Office Manager earlier this month. We have also hired one UE Assistant, original vacancies were at 3. All vacancies are posted and we are employing all the recruitment strategies we have at our disposal to fill all our vacancies
- Staff Retention and Staff Demographics Data – earmarked for further discussion in DEI/ABAR committee meeting in June – didn’t get to this piece in our May meeting

Staff Demographics 2023-2024

65% are White

19% are Asian

16% are Black/Hispanic

90% Female

10% Male

13.5 people left in 2023-2024

7.5 resigned due to life circumstances (retirement, marriage, move, death in family, promotion)

5 were unhappy

1 was terminated

Staff Demographics 2022-2023

White 72%

Black/Hispanic 11%

Asian 17%

Male 8%

Female 92%

17 people left – 2022-2023

9 resigned due to life circumstances (marriage, move, death in family, or promotion)

5 were terminated (two on attendance/2 on performance/1 department restructuring)

3 were unhappy

- Closed Session to discuss LE Director Hire, Vacancies, and a Playground Incident

