

## **Administrative Report September 8, 2021**

### **Staffing**

We are still awaiting our 5th grade teacher's arrival. He meets with the Embassy this Friday. I have emailed to ask what the timeline looks like after that. Looks like September 20th is when he plans to be here.

We have a potential new EA. His name is Arthur Vega. He has experience at Headstart. (hired)

I am currently teaching the 5th grade with the assistance of a substitute who is covering the afternoons.

### **Lottery Opening**

We had a student leave and we filled the spot by conducting a sibling lottery draw. We had three siblings, two for second grade and one for fourth, the draw went to a 4th grader which brought Ana's class up to 22 students.

### **ELTP (after school) programs**

After school programs are going great.

### **ELTP Day One**

The Cardboard Chair Challenge went well. We had some amazing chairs built and the students had a good time. Day two we lost power but K-3 was able to make the scheduled trip to the fair. Day three will be October 8 and plans are in the works.

### **PLC Meeting**

Our first several PLC meetings will be spent analyzing the BOY data and creating Action Plans for closing gaps.

### **Landscaping and Clean up**

The landscaping crew has been coming over in the evenings to work.

### **Discipline Policy/Dress Code**

Discipline policy should be addressed to include mask mandates. Staff handbook should also include a policy on the mask mandate for staff members.

Discipline matrix was updated and sent out today.

### **New Programs**

We have the opportunity to participate in two programs coming through NMPED. One is a tutoring program that will utilize local high school students and pay them. This first program will be in coordination with SCD. Sharon Sessions and I met to discuss. The second is a program for helping EAs become teachers. This program will help pay for schooling for an EA to pursue a teaching degree.