

## **SIGSBEE CHARTER SCHOOL**

**Administrator's Report: December 3, 2010**

**Submitted by: Eli Jannes, Principal**

### **Registration**

Registration 287 students + 28 VPK (315 students)

Waiting list in all grades

5 new students enrolled on 12/1

Working on developing a partnership with Balfour Beatty for military preference

Lottery Procedures posted on Web; consulting DOE about VPK preference

### **Student Growth and Achievement**

FAIR testing Phase II starting this week

Progress Report Form will be completed by holiday break; input from all staff members

Creating parent committee for Kids Inquiry Conference (spring science presentation); volunteers needed

Sigsbee Read-A-Thon completed with guest readers from JIATF

### **Special Programs**

Third grade attended field trip at Butterfly Conservatory

First through 5<sup>th</sup> grade classes visiting Fort Zach State Park for ranger talks and "Study of Earth" preliminary data collection (January 8-10)

*Sigsbee Day at Fort Zachary Taylor* scheduled for January 14<sup>th</sup>; students will present research

5<sup>th</sup> grade Everglades Trip in February (2/14-2/16 and 2/16-2/18)

Student to Student Ambassador Program initiated; training of ambassadors by Miss Booker and Mrs. Jannes

Students of active duty and retired veterans marched in Veteran's Day Parade, honoring those who serve

VPK trip to North Pole Wednesday

Classes to adopt "angel tree" anonymous children to help at holiday time; exchange shopping

### **Staffing**

OT Specialist has begun providing services to identified students: Cat Giotto

New Military Family Life Consultant to report after holiday break

### **Professional Development**

Charter School Conference (notes attached)

Ms. Machek (IT Specialist) to attend technology conference in January

Dr. Fappiano presented RTI procedures to staff

### **Fundraising/Grants**

Financial procedures reviewed and solidified; all accounting on Quickbooks

Square 1 Art Final Profit: approximately \$1,000 (for new kiln)

Book Fair Profit: \$1,224.43 (over \$5700 in sales); next Bookfair in early February: for library books

Fall Festival Profit: ??? : for special programs funding requests

3 Pets-in-the-classroom grants received: Ms. Baugh, Ms. Castonguay, and Ms. Loss (\$250)

Currently working on Sheriff's Asset Grant & Artists in the Schools Grant

### **Food/Nutrition**

Organwise lessons being implemented in classrooms by Mrs. Tabberer

Cost analysis of food program underway

Additional supervision in cafeteria needed

### **After-School Enrichment**

Sigsbee Orchestra to perform at St. Paul's Episcopal Church on December 5<sup>th</sup>.

BRAVO Production of Penguin Holiday Show: Wednesday, December 15<sup>th</sup> 6:30 PM

Mrs. Kirk looking for large holiday ornaments to help supplement set design

Chorus and Strings to perform on December 11<sup>th</sup> Pancake Breakfast (9:00 AM)

### **Facilities**

Freezer, Ice Machine and Office A/C fixed

NAVY assessment of facility complete; facility issues confirmed by inspection; copy of report will be sent when complete

Work party days for December: planning in progress

Health Department Food Inspection this Friday

Building Inspection by District requested

### **Safety and Security**

All-Call phone messaging system now operating; all families should have received call about Thanksgiving Break

Parent trying to organize morning supervision of early students

Attendance calls being sent out through All-Call