

Sigsbee Charter School
Administrator's Report: August 11,2011
Submitted by: Eli Jannes, Principal

REGISTRATION

Registration at 381 students + 29 VPK	3-60 (max) with waiting list
K- 66 (max) with waiting list	4-44 (max) with waiting list
1-66 (max) with waiting list	5-44 (max)
2-60 (max) with waiting list	6-41

*12 kindergarteners were added to grade level since lottery after adding co-teachers to expand class size

STUDENT GROWTH AND ACHIEVEMENT

Six sixth graders are eligible to take Math 7 rather than Math 6 based on achievement criteria, effort and aptitude. The program will be offered through Florida Virtual Schools and will take place during their math period; this will prepare them for Algebra in 7th grade
Co-teachers have been assigned in every classroom at the kindergarten and first grade levels; one at the grade level in second and third; and one to be shared at the fourth and fifth grade level – co-teachers will offer instructional support and are certified teachers

SPECIAL PROGRAMS

Instrumental band will begin mid-way through first quarter.
Enrichment sign-ups will take place during the Meet-N-Greet on Friday, August 19th and continue until the first enrichment session
We have requested a tour of the USS Spruance for our upper grade students and are waiting to hear about availability
Sign-ups for Enrichment I will take place at the Meet-N-Greet

FINANCE

July Approved Budget was sent to Mr. Gentile (MCSD Internal Auditor) and Dr. Jara (Interim Superintendent)
Budget has been adjusted to reflect new staffing positions and increases in enrollment (see attachment)
Phase II of Grant Allocation is moving forward with encumbrances close to \$150K/\$250K – we have a six-month extension for expending Phase II
Our audit is mid-process; the office staff is providing all required documentation

STAFFING

Janet Ballard resigned her speech/language position to increase time at Big Pine Academy
Donna Yarish resigned her paraprofessional job after a move to Norfolk
Patricia Dowling accepted a redefined position: library media specialist/bookkeeper – this will allow Ms. Bartley to address other issues such as budget oversight and grant research
Open positions: Speech/Language; Physical Therapy; Occupational Therapy; Reading Specialist; 1 support teacher
New hires:
Support Teachers Kindergarten: Ms. Johnson (Luman); Ms. Billman (Falconer); Ms. Veltre (Creighton)
Support Teachers First Grade: Ms. Wood (Castonguay); Ms. LaCkore (Beutelspacher); ??? (Gove)
Support Teacher Second Grade: Ms. Beckman
Support Third Grade: Ms. Clinton
Co-teacher Fourth/Fifth Grade: Ms. Gambill
Music/Band Teacher: Mr. Silverman
Maintenance: Mr. Anderson
Kindergarten Lead Teacher: Ms. Falconer
Third Grade Lead Teachers: Ms. Smith; Mr. Sultan; Ms. Trusz
Fifth Grade Lead Teacher (language arts): Ms. Scudder
Cafeteria Management/Service: Ms. Whitmore
Ms. Booker will return as our Military Life Family Consultant

PROFESSIONAL DEVELOPMENT

New hires begin staff development training from August 8-August 12

A group of teachers completed a book study of *Mosaic of Thought: Reading Comprehension Strategies*; these strategies will be applied to our school-wide curriculum mapping effort

A year-long study of *Study Driven* will take place one day after school each week; the focus is on developing the writing workshop through planning units of study

We are testing an ASCD professional development (PD) resource called *infocus* giving us access to video footage of classrooms, training and workshops

The ASCD regional consultant will be visiting Sigsbee to help plan a PD strategic plan

All new teachers and some returning teachers will attend the Military Child Education Coalition training this week

Ms. Castonguay is serving as our Professional Development coordinator

FOOD/NUTRITION and HEALTH

Kendi O'Neill has revamped the menu portion of the lunch program and worked with vendors to offer a balanced, nutritional meal.

Cost for school lunch will be raised to \$3.00

Mrs. Whitmore will be working in the cafeteria from 9:30-1:30, assisting with ordering, preparation and service

Co-teachers will offer additional supervision; parents will be asked to volunteer to help serve (volunteer and your child eats free!)

Lunch alerts will be sent via email and text messaging through Jupiter Grades

Sixth graders have one hour/week added to their schedules for health/physical activity

FUNDRAISING

Sponsor A Classroom Updates: Current Pledges From:

Military Affairs Committee

Stan Rząd

Jim Wallace

Arnie Mirzaoff (2 classrooms)

Keys Federal

Mark Rauch

The Rotary Club of Key West

UVA Ladies

Julie and David Miavez

O'Neill Stoneware

The Miavez Family

Eaton Bikes

Our RFP for the DoDEA grant has been accepted; we are working with MCSD to complete the complete application; it is yet to be determined who will write the actual application

PUBLIC RELATIONS

The website has been updated with new staff and orientation information for parents

Emails have been sent out regarding orientation meetings

Jupiter Grades accounts are being set up by every teacher to manage communication, attendance, lunch alerts and assignment tracking

Working with The Tropic to secure a preview of the documentary, *Race To Nowhere*

FACILITIES (See Mrs. Higgs' report)

DWing renovations are almost complete with extensive support from the Seabees

Service members from all branches have assisted in the cleaning and renovation of the school on a daily basis this summer

The Navy League worked on exterior landscaping and cleaning of classrooms

We are in need of nautical décor for our "Crab Shack" and are looking for fishing nets, buoys, lobster pots, etc.

OTHER

Navy League Hall Of Flag (HOF) Agreement was developed to secure our partnership and understanding of HOF use.

Middle School Update

Middle School Orientation and Ice Cream Social scheduled for August 17th at 5:30; invitations have gone out
Class schedules are complete and will be disseminated at the orientation

Exploratory course sign-up is taking place via email. First quarter choices: Art (two-dimensional); General Music, French I, Physical Education (Field Sports)

A bi-weekly health/exercise class has been added to everyone's schedule

Two advisory periods are also scheduled for each student

D Wing has been renovated to include new ceiling tiles and lighting; new flooring tile and paint, open hallway ceilings with new fixtures; new air condition, replacement windows, new science lab equipment and sink/counter, a new concrete path and a new bathroom facility with outdoor showers. Lockers are backordered and will arrive in September