David Krakoff; Educational Director

Michael A English Sr; Principal

***Collaborative Partnership:***

* The Educational Director and Principal have maintained a successful collaborative working relationship providing an example for the staff moving forward. With the expectation that education, support, and resource staff work collaboratively in grade level clusters, it is essential that their example of doing so effectively is demonstrated by the school administrators consistently. Regular classroom teachers will be teamed with classroom aides, security staff, and special education teachers who work with clusters of two grade levels. This will develop relationships, consistency, and collaboration among all staff and students.
* Extensive and careful thought has been put into framing and planning the 2022-23 school year. To that end we are forced to acknowledge and accept certain very hard facts which have led to staffing turn-over, reorganization, under documentation, and reduced enrollment. It is of utmost importance that moving forward we secure assistance in rebranding our school, ensuring the security of staff and students, providing our security staff with law enforcement support, and we hire highly qualified employees who will keep us out of litigation. Expending time and resources on the front end makes it possible for truly meaningful and lasting changes to take root.Successful implementations July 2022
* Established Leadership Cabinet & first meeting held 7/29/22 The cabinet consists of department leaders who are not teachers such as maintenance, food service, etc. These leaders will meet bi-weekly to provide campus updates, share challenges, and to work as a team to propose solutions to challenges. Erie Rise brochure was created and distribution during a series of planned community walks was initiated on 7/29/22 w/Administrators and staff
  + - Student communities & potential student communities
  + Front office & Conference Room refreshing new looks

***Departmental Reporting:***

* Department heads provided status reports for the department to include concerns and immediate action items during the Leadership Cabinet meetings (July & Aug). The following items are being brought forward for your information and/or approval.

| ***Department*** | ***Reporting Staff*** | ***Report*** | ***Board Approval &***  ***Purchase Order Request*** |
| --- | --- | --- | --- |
| ***Building/Facility*** | Peter Boose | 1. Fire & Safety contract approved   * Doyle installation begins 9/12/22   + Keyless entry   + Building security system   + Fire detectors   2. Building Projects   * Window cleaning starts 8/15/22 * Carpet removal & hardwood restoration ongoing | 1. Snow Removal for 2022-23 SY |
| ***Maintenance*** | Peter Boose | 1. Terminating current maintenance contract due to poor performance (ends 9/9/22) | 1. Professional Cleaning Service by Kay |
| ***Transportation*** | Peter Boose |  | 1. School Bus Purchase   * 2015   2. Set up automatic payment for gas cards and vendor accounts  Refer to Attachment #1 |
| ***Food Services*** | Lynn Keys | 1. Kitchen equipment replacement | 1. Food Service Equipment |
| ***Teaching & Learning*** | David Krakoff Michael English Sr  Amber Nicoletta | 1. August training camp professional development week will focus on Rise domains of effective instruction, collaborative learning team cycle of work, differentiated instruction, and  monitoring student mastery of learning targets. Addition of Newsela, an online reading platform that supplies thousands of articles and assessments that are aligned to Pennsylvania state standards. This platform converts articles to different reading levels to meet students where they are and also can convert text into Spanish.  2. Addition of Legends of Math gaming tool that is aligned to Pennsylvania state math and science standards. Standards-aligned assessments are also built into this system. and  [Legends of Learning | Math & Science Games For Teachers & Students](https://www.legendsoflearning.com/)  Newsela, an online library of published articles that are aligned to Pennsylvania state reading standards  [Newsela: An Online Education Platform for Content](https://newsela.com/) | 1. N/A |
| ***Special Education*** | Michael English Sr  Michele Shanti | 1. IEP  2. Special Education Director position request | 1. Community Country Day School Contract renewal (Solicitor approved)   Refer to attachment #4 |
| ***Finance*** | Anthony Nicoletta | 1. Current budget supports an enrollment of 380 for 2022-23 SY  2. Current enrollment is 312 with 12 pending w  3. Neighborhood brochure distribution is critical and will continue and has yielded 20+ new enrollments  4.3iNETWORKING, LLC - | 1. N/A |
| ***Human Resources/ Staffing*** | David Krakoff  Michael English Sr. | 1. New Hires   * Chelsea Kelly- Teacher a * Shannon McLeod - Teacher (pending clearances) * Marissa Damon - School counselor * Lauren Ertsgaard - Teacher * Madeline Geesey - Teacher   2. Resignations   * Richard Petrarca - special education teacher * Susan Beebe - special education teacher * Michael Drotar -7-8 social studies teacher * Michele Bielanin - 7-8 ELA teacher * Danielle Arlet - elementary teacher   3. Pennsylvania Educator- teacher recruitment system | 1. New hire approval:  -***New Hire Summary***  2. Resignation acceptance    Refer to Attachment #2 and #3 |
| ***Safety & Security*** | Eric Green  Sarah Frailey | 1. Behavioral Infractions:   * School-wide Behavior Matrix (revised) * Matrix Levels 2 and 3 infractions will be noted in CSIU * Refocus room relocated   2. Refocus room relocated to provide proximity support for grades 5-8   * Accounted for 80% of suspensions (2021-22)   3. Metal detector, Cameras - installation begins 8/15/22  4. Character: Be About It - prevention based program taught by trained law enforcement officer led by Matt Harris; proposal will be forwarded to Solicitor and E. Williams | 1. Character: Be About It -   * Character Be About It   + 2 plain clothes officers providing grade-level cluster character development lessons * Safety Protocol Implementation   + Supporting, advising, and training our current security staff * Project Duration 50-wks   2. Connecto Electric Inc. - Camera installation |
| ***Main Office*** | Celeste Morales | 1. Time clock is operational  2. Classroom and office phones are operational. | 1. N/A |
| ***21st Century Program*** | Sarah Bridgett | 1. Staff commended for their efforts & great program  2. Grant renewal is in process and being led by Mrs. Bridgett (consulting with A. Nicoletta & D Krakoff)  3. The Mercyhurst University partnership will begin August 15th | 1. Provide documentation from the board transferring school leadership from Mr. Favors to Mr. Krakoff and Mr. English Sr.   * Requested by 21st Century Director - Sarah Bridgett for grant signing & verification |
| ***Miscellaneous*** | David Krakoff | 1. The Charter Annual Report has been completed  2. We Create Web Service - redesign & staff training | 1. The Charter Annual Report  2. We Create Web Service - redesign & staff training |

***Unfinished Business (Section IV)***

**Technology Plan**

***Introduction***

With the ever-evolving technological advancements improving and enhancing instructional capacities, Erie Rise leadership Academy Charter School (ERLACS) administration has compiled this technology plan. The Erie Rise Leadership Academy Charter School will lead the City of Erie as the most technologically equipped school building within the city limits. This will be accomplished through a series of goals which will keep all Erie Rise stakeholders engaged and technologically proficient now and for years to come.

***Technology on the ERLACS Campus***

Erie Rise Leadership Academy Charter School has 25 laptops per classroom as of June 2022. Since the class enrollment cap is also 25, ERLACS is considered a 1 to 1 campus. Every learner has access to technology in each learning environment in the schoolhouse. ERLACS administration, specifically the IT staff, will monitor these laptops to ensure there are 25 functioning laptops in every classroom at all times.

Erie Rise Leadership Academy Charter School has a functioning WIFI network for all staff, students, and applicable guests. The ERLACS IT staff will continue to ensure that this network is both functioning and secure at all times. Should there be any network issues, ERLACS IT staff will work to correct the issue immediately. There is an upgrade to the network coming in summer of 2022 that will work to enhance internet security, and upgrade the internal phone system. The phone system as well as the internet are hosted by ERLACS vendor Velocity Network.

ERLACS will continue to utilize the CSIU E-school Student Information System. This system will be updated daily by teachers, administration, and other staff. This system houses all student data and is updated daily with the students attendance, discipline incidents, and grades.

***Distance Learning Technology***

Due to the ever changing environment due to COVID-19, ERLACS has had to maintain a stockpile of technology to make available in the event that distance learning once again becomes the norm. As of June 2022, ERLACS has 300 Chromebooks less than 2 years old, and 100 older working laptops on standby for any distance learners. The plan is that ERLACS will have 100% of its enrolled population in person for the 2022-2023 school year, but remains at the ready should this need to change. This stockpile of devices are tracked and maintained by the ERLACS IT staff.

***Teaching and Learning using Technology***

Since Erie Rise Leadership Academy Charter School has invested heavily in technology, teachers are mandated to unit plan and lesson plan using technology in the classroom. Technology is emphasized daily during CLT professional development time and is considered during teacher walkthroughs and evaluations. Students at ERLACS will use technology to produce authentic learning products. Teachers will design authentic learning projects in every unit starting in the 2022-2023 SY.

***Conclusion***

While this plan is made to be modified, it serves as a groundwork to ensure that Erie Rise Leadership Academy Charter School is on the technological forefront of education in the City of Erie. As technology grows, advances, and changes, so too will this plan.