

Erie Rise Collaborative School Board Report

March 16, 2023

Michael A English Sr; Principal

School Successes:

- Four Administrative Teams have been organized to assist the Principal with school operations and management
- The 21st Century Conference was informative and rewarding
- Our Mercyhurst partners have consistently provided much needed support during the regular school day and afterschool program

Departmental Reporting:

- Department heads reported concerns and immediate action items during our scheduled Leadership Cabinet Meeting.

Department	Report	Board Approval & Purchase Order Request
Teaching & Learning	1. Grade-level clusters are considering reorganization options for maintaining instructional integrity while facing staffing challenges 2. Afterschool and Saturday programs meals are being catered. The increase in enrollment has had a direct correlation to the start of having catered meals replacing leftovers from lunch	1. Approve invoice for catering service and submit for reimbursement using ESSER Funds set aside for this purpose
Human Resources/ Staffing	1. Currently advertising for Bus Drivers and School Nurse utilizing Indeed.com 2. Actively recruiting retired teachers for in-person and remote teaching ELA, Math, and Science	1. Approve New Hires <ul style="list-style-type: none"> • Jeanne Kraus- Teacher 3rd • Deborah Kooser- Substitute • Trista De Santi - Bus Driver 2. Approve resignations <ul style="list-style-type: none"> • Shannon McLeod (Teacher) • Grace Bohlen (Teacher) • Sara Renzi (Teacher) • Donika Gunther (SEL Teacher) • Elizabeth Epperson (Teacher) • Lauren Ertsgaard (Teacher) • Celina Rizzo (Sp Educ Teacher) • Chelsea Kelly (Teacher) 2. Approve reassignment <ul style="list-style-type: none"> • Whitney Nobel- Cafeteria Part-time • Raquel Velez - Transportation Liaison • Celina Rizzo - Sp Educ Extended Day Experience • Da'Joun Heidelberg- IT Clerk/Teacher Approve Terminations <ul style="list-style-type: none"> • N/A

<p>State Reporting</p>	<p>1. PEARS - February SNP Report submitted 2. Invoicing -February Invoice submitted 3. PIMS Files -</p> <ul style="list-style-type: none"> ● Student File uploaded ● Student Enrollment File uploaded ● Special Education File Uploaded <p>4. Division of Food and Nutrition Corrective Action response overdue</p>	<p>1. Approve Charter Choice contract to assume PIMS reporting responsibilities effective April 2023</p> <ul style="list-style-type: none"> ● PIMS - Staff file upload ● PIMS - School Enrollment & Student file upload ● PIMS - Special Education snapshot file upload
<p>School Organizational & Principal Support Outline</p>	<p>1. School Records Administrative Team</p> <ol style="list-style-type: none"> a. Erin Carter - Registrar b. Celeste Morales Del Rio - Administrator Secretary c. Ayana Crockett - Executive Secretary & Office Manager <p>2. Safety and Security Administrative Team</p> <ol style="list-style-type: none"> a. Erick Green - Safety & Security Coordinator b. Douglas House Jr. - Acting Security & Discipline Liaison c. Sarah Frailey - School Climate & Discipline Coordinator <p>3. School Operations Administrative Team</p> <ol style="list-style-type: none"> a. Marcia Musser - Acting Assistant Principal b. Raquel Velez - Acting Transportation Liaison c. Bryon Barnett - Acting AM Custodial Manager d. Alvin Jones - Boiler Fireman & AM Facility Opening (1099 Contractor) <p>4. Curriculum, Instruction, and Assessment Administrative Team</p> <ol style="list-style-type: none"> a. Marcia Musser - Title 1 Coordinator b. Rebecca Wolfe - Acting Elementary Instructional Coach c. Amy Murray - Acting Middle School Instructional Coach 	<p>1. Approve Proposed Salary Increases:</p> <ul style="list-style-type: none"> ● Dr. Anderson's Administrative Restructure Rationale Document <ul style="list-style-type: none"> ○ School Records Administrative Team ○ Safety & Security Administrative Team ○ School Operations Administrative Team ○ Curriculum, Instruction, and Assessment Administrative Team ● Principal hourly rate increase request <ul style="list-style-type: none"> ○ Yolanda Ballard from \$25 to \$27 hourly ○ Raquel Velez from \$25 to \$30 hourly <p>2. Approve \$275 stipend as final payment for recording and writing the monthly board meeting minutes</p> <ul style="list-style-type: none"> ● Erick Green ● Sarah Frailey <p>3. Approve remote teaching opportunities for vacant classroom positions as 1099 contractors at a rate of \$75 hourly. Contractor responsibilities include: direct instruction, guided practice, assessment, remediation, enrichment, grading & recordkeeping, and Google Classroom platform.</p> <ul style="list-style-type: none"> ● Elementary (ELA, Math) <ul style="list-style-type: none"> ○ Three classrooms ● Middle (ELA, Math, Science) <ul style="list-style-type: none"> ○ ELA four class periods 7th & 8th ○ Math four class periods 5th & 6th ○ Science four class periods 5th & 6th ● One hour direct instruction per class and one hour planning time per subject <ul style="list-style-type: none"> ○ Elementary 2-hours daily per subject ○ Middle 5-hours daily per subject <p>4. Approve at least one option from the Staff Incentives to STAY document (ESSER Funds)</p> <ul style="list-style-type: none"> ● Option #1 - Extra Duty Pay ● Option #2 - April 3rd Stipend ● Option #3 - Severance Pay Stipend