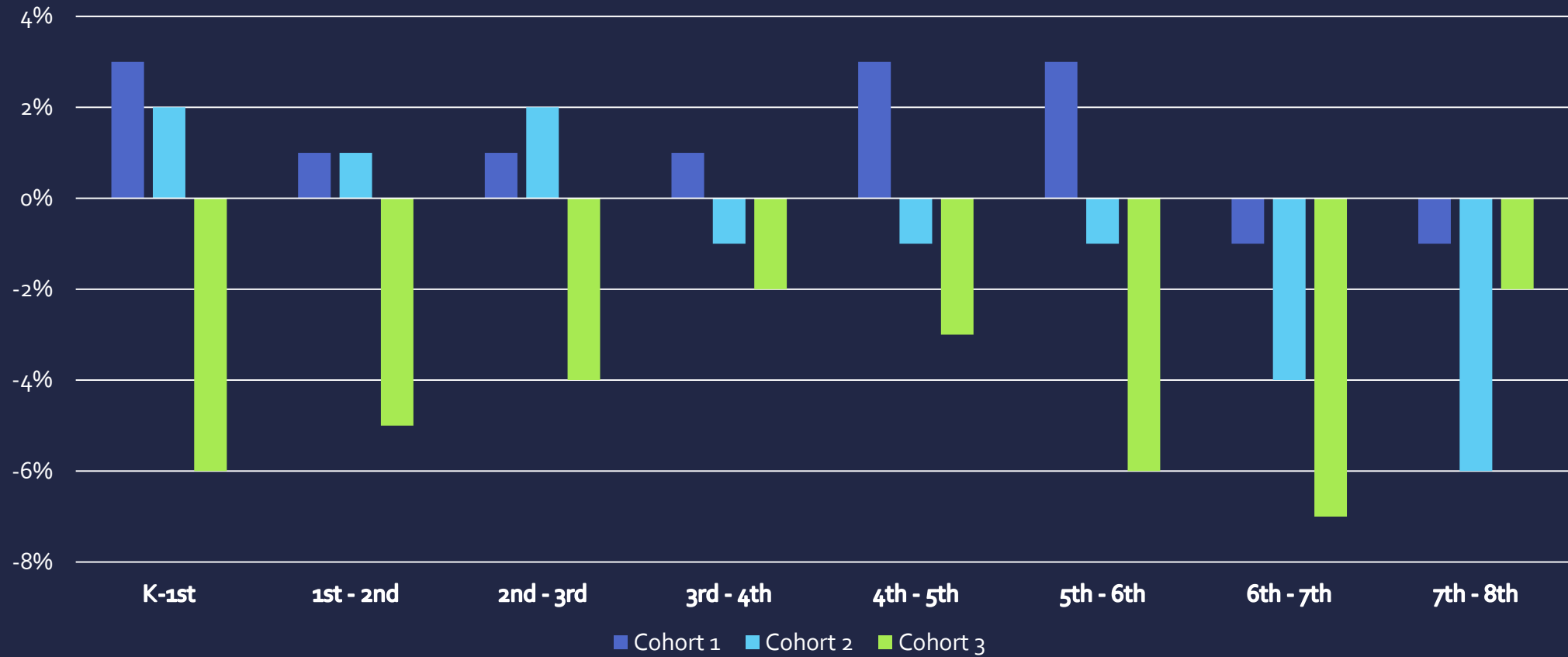


KICKSTART
August 14, 2017

PRINCIPAL FEEDBACK

5-YEAR 'RETENTION'


2010-15



OPS CALLS – RATED “FUNCTIONING”

Cohort	1	2	3
School Commissions	84%	50%	23%
Finance Committee	79%	36%	14%
Marketing Plan	58%	29%	27%
Marketing Plan	79%	21%	14%

OPERATIONS CALENDAR

2017/18	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
MEETINGS	Interim	Prep for Term 1 All principals 8/14-15/17	Term1	Executive principals 10/10/17 Regional Meetings	All principals 11/16/17	Executive principals 12/12/18 Term 2 Regional Meetings	All principals 1/25/18	Executive principals 2/13/18 Term 3 Regional Meetings	All principals 3/8/18	Executive principals 4/17/18 Term 4 Regional Meetings	All principals 5/17/18	
Catholic Identity			Foundational CIC retreat	Local CIC retreat				CIC Retreat		ACRE		
Academic	• • • •	PLC meetings	• • • •	PLC meetings	• • • •	PLC meetings	• • • •	PLC meetings	• • • •	PLC meetings	• • • •	
			• • • •	Teacher and staff observations	• • • •	• • • •	• • • •	• • • •	• • • •	• • • •	• • • •	
	Plan for new hires, facilities and supplies for next year	Update CSED, AESOP, Ulti-Pro					GRACE regional mid-yr meetings		Regional curriculum day			GRACE Catholic Educators Forum
			MAP test				Optional MAP testing window				MAP test	
			Fall data collection				Elementary accreditation reports				Spring data collection	
Marketing & Enrollment	New family registration (intake: income & home language surveys)		"Community Building" with current families		"Intent to return" sent to current families			Re-registration of current families (intake: income & home language surveys)				
							CATHOLIC SCHOOLS WEEK			New family registration (intake: income & home language surveys)		
	School advertises to families still considering fall enrollment options			Advertising to inform key audiences & establish "top of mind awareness"		"The Catholic Identity" PR & organic social media effort				School advertises to school families still considering fall enrollment options		
Business Practices	• • • • •	Monthly reports delivered to the principal (after the 15 th , no later than the 30 th) of "Budget vs. Actual" for the past month's financial activities	• • • • •	• • • • •	• • • • •	• • • • •	• • • • •	• • • • •	• • • • •	• • • • •	• • • • •	• • • • •
	Review of prior year actuals				Budget information collated & preliminary budget established		Tuition & salaries established					2018/19 budget finalized
								Registration fees collected				
	 FULCRUM			Celebration of Light: table commitments & preparation					Schools provide thank you letters & student info to Fulcrum for donor reports			
			School Partnership Grant application (formerly ASN)									
	New Student Tuition Assistance applications (formerly RTAP)			Tuition Assistance Program (TAP) grant applications			Building Inclusion & Diversity grant applic.				New Student Tuition Assistance applications (formerly RTAP)	
		FACTS renewal		Fulcrum verifies enrollment for TAP via FACTS								
Policy, Governance & Government Programs			• • • • •	Teacher and staff evaluations	• • • • •	• • • • •	• • • • •	• • • • •	• • • • •	• • • • •	• • • • •	
			• • • • •	Enroll staff and volunteers in VIRTUS/Safe Environment	• • • • •	• • • • •	• • • • •	• • • • •	• • • • •	• • • • •	• • • • •	
		ID students for federal program participation							E-Rate: submit requests for service suppliers	E-Rate: submit requests for funding		
	Salary adjustment for faculty earning summer credits (documentation due end of Aug.)		CIPA compliance notification to families				Intent to return for faculty & staff		Convenants issued for faculty/staff (those not receiving new covenant must be notified by May 15)			Weapons report completed AFTER last day of school
	Handbook review		Annual personnel and enrollment report to OSPI for Title IIA allocation				Private school participation in federal programs (OSPI on the EDS system)		Annual private school re-approval to OSPI		Handbook review	
		Fall consultation with LEA for Federal Programs					Winter consultation with LEA for Federal Programs			Spring consultation with LEA for Federal Programs		

BREAKOUT