

## **Weekly from Dr. Rudolph**

**August 18, 2017**

### The Superintendent's Calendar in Review

- Visited schools on the first day of school\
- Led the weekly Cabinet meeting
- Met with six direct reports
- Attended the MVEF meeting
- Based the Superintendent's office out of Crittenden Middle School on Thursday and Friday
- Participated in the first Board meeting of the new school year

### From the Public Information Officer

- Back to school support on first day of school at Monta Loma and Stevenson
- Social media updates (6 this week!)
- Communications to parents on solar eclipse
- Parent, staff e-newsletters
- Media interview (Back to school - construction)
- Web site updates
- Stevenson groundbreaking event (Aug 23) coordination and planning
- Parent U marketing (web site updates, flyers, magnet postcard distribution)
- RTI meetings marketing materials development, translation, web site updates
- MVEF Board meeting

### **From the Chief Business Officer**

#### **Capital Projects**

We have transitioned from summer construction mode back to "kids on campus" construction. Projects are continuing at all the sites to finish the summer work and keep working on the long-term projects.

Castro/Mistral - the new Castro is pouring concrete foundations and structural steel is being placed. Walls are up on the new Kindergarten and Administration buildings. The summer classroom modernization project is in its final stage.

Bubb/Huff/Landels -the new portables are open, with a few tasks to complete and the MUR construction continues at all three sites.

Monta Loma - the students are in the classrooms, with tasks to complete still. The MUR construction is continuing.

Stevenson - the temporary housings for Stevenson is now occupied, with a few tasks still to complete.

Crittenden -the track and field and Trail projects are continuing until December

### **Fiscal**

We continue working on unaudited actuals for 2016-2017 this week.

Besides group training for all secretaries and clerks, we are also planning and scheduling individual training for new school secretary/clerks in our department.

### **Food & Nutrition Services**

The first week of school is up and running with temporary kitchen locations at both Monta Loma and Stevenson.

### **Maintenance, Operations and Transportation**

MOT staff worked this week to help prepare all of the schools for opening day. Continued to assist with modernized classrooms and new portable buildings by moving furniture, setting up classrooms, fastening cabinets and furniture to walls, finishing cleaning of project buildings, and prepping school grounds for the first day of school.

Received approval from the California Energy Commission (CEC) for the district's 2016-17 Energy Expenditure Plan for an amount of \$1,156,076. The California Department of Education has been notified of this approval and will process the award for payment by the end of the next quarter to the district.

Maintenance Work Order report for the month of August 2017;

- There were 72 work orders issued and approved
- 57 were closed complete (80%)
- 15 remained open (20%)
- The average time for a work order to be completed for the month: 1.7 days average

The Transportation department worked on Bus Routes, distributing bus passes, and preparing the bus fleet for the first day of school.

### **Technology**

Staff is working to complete the start up of school, addressing work orders at all sites.

### **General Business/Chief Business Officer**

Much of this week has been spent on school construction projects in preparation for school to begin.

## **From the Office of Administrative Services**

- Met with Dr. Rudolph, conference call with as consultant who is working with the district on alignment to the strategic plan
- Began meeting with site principals as part of my entry plan/listening tour.
- Met with student services staff to review current enrollment numbers
- Met with Tara Vikjord, Gary Johnson, Cathy Baur and Karen Robinson to plan for the Middle School Task Force Meetings
- Met with School Mint regarding new enrollment program
- Site Visit at Crittenden

## **From the Offices of Educational Services**

### **Educational Services Update – Week of August 14**

This week the Educational Services Department worked to organize and distribute instruments to interested 5<sup>th</sup> graders. The District held distribution nights on August 15 and 16 and will again on August 21. Cathy Baur spent the morning of the first day of school at Bubb Elementary and also Monta Loma. At both sites, students and parents were smiling and there were only a few tears in Kindergarten by students and parents alike ☺. On Thursday, Cathy visited classrooms at Landels.

### **Curriculum, Instruction and Assessment**

The Curriculum, Instruction, and Assessment department has had a great start to the school year! We have convened our first RTI Intervention Teacher meeting and planned the monthly meetings for the year. We are also holding our first Instructional Coaches meeting of the year this Friday. We are continuing to analyze CAASPP data and have updated and shared new pacing guides and assessment calendars with teachers in order to support schools with planning and monitoring student growth throughout the year.

Tara has had the pleasure of visiting schools throughout the week and participating in this year's Instrument Distribution event.

### **State and Federal Programs and Strategic Initiatives**

School and Community Engagement Facilitator meeting was held at Theuerkauf on Wednesday, August 16th. English Learner Newcomer plans were discussed including agreements on process improvements. A parent technology workshop provider presented to facilitators and facilitators provided input about MVWSD parent. Free and reduced lunch application status checks were conducted.

ELD support was provided to Theuerkauf and Crittenden. Support included reviewing EL performance data, curriculum recommendations and approval, and discussions with the SPED director about how to best support middle school EL/SPED students during the school day.

A CELDT coordinator meeting was held on August 16th. Topics included ELPAC field testing (new CELDT) and returning student CELDT testing.

Arline and Heidi spent the first day of school at Monta Loma. They observed the Principal's coffee, smooth traffic conditions and maintenance support to clear hallways from Sunday moving debris.

### **Special Education**

The special education department worked to ensure a smooth opening of school for students with disabilities. All students with 1:1 services had them in place, though we are still in the process of hiring to fill some instructional assistant vacancies. We are in search of a speech therapist due to the loss of a contracted therapist last Thursday; we've interviewed one candidate and hope to have a replacement soon. We are welcoming a new occupational therapist, Angelica Pham, this week, who will be serving students at Huff, Stevenson, and Landels.