

## Weekly from Dr. Rudolph

**October 13, 2017**

Our staff has been monitoring the Air Quality almost hourly. Currently we have cancelled all outside after-school events as well as limited practices to indoor activities. Recess and lunch are all being held indoors. We will continue to monitor the air conditions and will keep the community posted. Additionally, we may need to postpone our emergency evacuation drill that is scheduled for next week.

### Upcoming Events

Theuerkauf Multicultural Potluck	Monday, October 16, 5:00 p.m.
Graham Band Concert	Monday, October 16, 7:00 p.m.
Castro PIQE	Tuesday, October 17, 6:00 p.m.
Stevenson SSC	Wednesday, October 18, 4:45 p.m.
Theuerkauf SSC	Wednesday, October 18, 5:00 p.m.
Enrollment Priorities Focus Gr.	Wednesday, October 18, 6:30 p.m., Stevenson
Graham Strings Concert	Wednesday, October 18, 7:00 p.m.
Landels Walkathon	Friday, October 20, 2:00 p.m.
Theuerkauf Monster Mash	Friday, October 20, 6:00 p.m.
Saturday with the Supt	Saturday, October 21, 2:00 p.m. (Panera Bread)

### The Superintendent's Calendar in Review

- Participated in the Board Retreat
- Met with six direct reports
- Led the weekly Cabinet meeting
- Phone call with Board president
- Met with PTA Presidents
- Met with a community group
- Presented at the Mountain View Rotary
- Met with consultants regarding a workforce housing survey
- Met with consultants regarding schools for North Bayshore
- Attended the North County SELPA meeting
- Met with three Board members
- Met with presidents of bargaining units
- Phone call with representative from teacher housing firm

### From the Public Information Officer

- Multiple district communications (air quality, water status, survey)
- I Am Ready- incoming kinder folder and brochure graphic design
- Middle school ThoughtExchange logistics, communication and rollout
- Climate survey promotion, data files, content and logistics
- Attended MVEF meeting
- Two trainings for secretarial/clerical staff on communications and customer service
- Social media updates

- Web site updates- significant updates to job application, district stats and employee benefits sections
- Parent and staff e-newsletter

#### **From the Director of Technology**

- Worked on SchoolMint integration with student services
- Visited Slater and Theuerkauf with new Director of Capital Projects
- Resolved 87% of the 593 requests in the last month

### **From the Offices of Administrative Services**

#### **Health Services:**

The District Nurses continue to meet with parents and school staff to update and generate new care plans for medical issues and have provided a few EpiPen trainings to staff members and teachers. The nurses are receiving and processing the incoming medications at our school sites and communicating with parents to get medications and paperwork as needed.

We have been entering immunizations and contacting parents to get missing immunizations updated in preparation for the upcoming immunization report for the state.

The nurses completed several CPR/first aid trainings for all secretaries and clerks, and plan to begin scheduling classes for teachers and IAs that have requested to be trained.

We have been doing both hearing and vision screenings at the schools for the state mandated grades: Kinder, 2nd, 5th, and 8th.

#### **Student Services Department:**

The Student Services Department is working on the School Mint implementation. School Mint will serve as our platform for our District student registration and enrollment process. This department is providing school sites data regarding student chronic absenteeism and truancy.

#### **Human Resources Department:**

Human Resources has been working on collecting recruiting and retention data of our employees. Additionally, the Human Resources Department is working on collecting data for the annual California Basic Educational System (CBEDS) submission. The purpose of CBEDS is to collect data about schools and districts as well as some aggregate data on students and staff.

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

#### **Capital Projects**

The Castro new construction, Crittenden track and field and trail, Monta Loma MUR, and Huff/Bubb/Landels MUR - all projects are continuing work. The new construction of Stevenson

is underway, with fencing up and contractor on site. Rough grading and the demolition of the old Stevenson pod building is set for this week and next.

### **Fiscal**

We are visiting all sites this week to go over site budgets, final allocation, and more. We are also preparing for 2016-17 final audit visit next week.

### **Food & Nutrition Services**

Mountain View Food Collaborative has had its second meeting. The discussion was continued about Holiday feeding and pantry distribution at Castro, Monta Loma and Crittenden. District staff will identify families to be served.

On another note, Crittenden will be visited by a National Blogger, Dale Hayes, Eat Well at School, to write about our food service, on Thursday Oct. 12.

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

Middle School Schedule Task Force had another meeting on Monday, October 9. At this meeting the team worked to narrow down the list of optional schedules so that more intensive work can be done to find the one that best fits the needs of all of our students. On November 2, Cathy Baur and Carmen Ghysels will provide an update to the Board on the work done to date, including an overview of current schedules and next steps. Additionally, parents, students, and staff are participating in the star phase of the Thought Exchange created to gather information regarding electives and schedules.

Also, on Monday, October 9, the District held a preview of the Teen Talk curriculum for 8<sup>th</sup> grade parents. Teen Talk will be delivered in February to both middle schools. Twelve parents attended.

This week Cathy Baur walked through classrooms at Stevenson and Castro preschool and worked on the transition plan for the new support provider, Christi Schwoob, who will be replacing Vern Taylor beginning November 1.

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

This week marks the first week of the trimester 1 assessment window. Tara Vikjord has been supporting sites with assessment planning and questions. The assessment window closes on November 3.

Tara and Cindy Lundberg have been working together this week to review the elementary Response to Instruction programs and plan next steps and supports for the year. Tara and Cindy have also visited several sites this week focusing on RTI and site support.

### **Special Education**

The state has notified us of Data Identified Non-Compliant based on our June 2017 count. The areas monitored for compliance are:

- 100% of evaluations are completed within 60 days of parent consent
- 100% of children eligible for infant services (0 - 2 years old) have an IEP implemented by their third birthday
- 100% of annual IEPs held on time
- 100% of re-evaluations held on time.
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Of these areas, we had only one student whose evaluation was not completed within 60 days of parent consent. Upon investigation, however, we found there was a clerical error and the student was indeed evaluated on time.