



July 22<sup>nd</sup>, 2014

MACA Parents, School Board and Staff

Notes from "Meet the Administrator"

In case you missed our event last night or if you were in attendance, we would like to share our Q&A session.

After we opened in prayer, I shared my bio with all in attendance. Following the introduction, all School Board members, teachers, and staff members in attendance were introduced.

Q&A was then open to all in attendance.

**Will you follow the current 3-year plan on the MACA website?**

All intentions are to follow the current 3 year plan

**Will you continue to work at your other job?**

From February 1<sup>st</sup> to April 15<sup>th</sup> will be a busy time as I have prepared tax returns for some of my clients for 30 years. MACA is my number one priority and all of the tax work will be done after hours.

**What is your position on common core?**

Many very good ideas and programs come from "common core"; however, we have developed our own curriculum utilizing the ideas from "common core" that we feel are appropriate for MACA.

**Did the School Board assist in developing the 3-year vision?**

It was presented to the School Board by Dr. Mike. Question referred to Dan Perrotta who explained that it was Dr. Mike's idea with review from Dan and Charity

**Will the plan be revised?**

At the present time, we are moving forward with the plan. School Board member, Dave Holly, explained, that with any plan, it will be revisited and revised as deemed necessary.

**What is the enrollment for this fall?**

We currently have 266 students enrolled in Kindergarten through 12<sup>th</sup> grade. We have 12 kids enrolled in Pre-K.

**What are the roles of staff?**

Rory Rice— Lead Administrator, management of school affairs, oversight of staff accountability, implementation of small business principles for a professional atmosphere, market MACA in the local community and communication.

Dan Perrotta – Education Administrator and Secondary Principal responsible for oversight of curriculum, implementation of secondary policies and oversight of secondary extracurricular activities.

Charity Leonard – Academic and Student Affairs Administrator, responsible for scheduling, student preparation for college, program implementation, student needs, and social or emotional needs of students.

Brenda Brown – Finance Manager, oversight of budgets, financial statements, general ledger and disbursements

Carla Cornett-Smith – Financial including billing, oversight of RenWeb and Smart Tuition programs with regard to student accounts, enrollment process

Pam Proffitt – Administrative Assistant; responsibilities include appointments, correspondence, minutes, communications, registration and enrollment and other duties as deemed necessary

Kim Duvall – Administrative Assistant; responsibilities include appointments, correspondence, minutes, communications, and other duties as deemed necessary

Matt Brethauer – Athletic Director

Robert Kelley – Director of Technology

Megan Harmon – Pre-K Director

#### **Explanation of J Term:**

Charity Leonard explained that J term originally comes from a month (J for January). We will be ODM for October, December and March. This will be one week of four different classes each day in tune with electives that we can't normally provide to students because of our enrollment. Examples might include Personal Finance, Accounting, Baking and such.

#### **Internship week:**

Internships will be limited to Juniors and Seniors only. Students will have a choice of whether to intern during the December or March ODM term weeks.

#### **Did not know about the school until a church member told us about MACA. Marketing?**

One of our biggest priorities is to market the school in the local community. Bus signage, street signs, participation in local events, word of mouth, participation by all MACA parents in certain committees

#### **Triangle Teaching status?**

Yes, feel this accentuates teacher's strengths and allows us to maintain stability in our elementary faculty. Many fantastic teachers that will play an important role in "Triangle Teaching".

**Status of Vicky Webster?**

Vicky Webster loves MACA. I am almost positive Vicky will answer my call or a call from Brenda Sweigert, our lead elementary teacher, with regard to any questions or concerns at MACA or with regard to "Triangle Teaching". I am negotiating with Vicky to take a role in the school. I look forward to reporting back to MACA parents after negotiations are complete.

**Triangle Teaching, Managing Strategies, Communication and Accountability concerns?**

Jessica Minor: we have planned meetings every day to discuss these issues

**Things that occurred last year that were unfavorable, changes by the previous administrator, removed? Will anything be added?**

I asked for more specifics and then referred to Dan Perrotta for clarification. Bottom line is that if any process is deemed unfavorable by our staff, we will remove or correct the process.

**Do we do exit interviews?**

Yes, informally. Dan Perrotta, Carla Cornett-Smith and I have spoken to many families about reasoning behind decisions regarding return to MACA. Some discuss a key specific concern or current financial status. Most refuse to discuss.

**How will the Administrator be reviewed?**

Accountable to the School Board

**Intentions of being in the position? How long?**

I have a vested interest. Have a son in the 9<sup>th</sup> grade, so at least four years. Main goal is to provide stability in this position.

**3 things that parents can do to help school?**

- Volunteer
- Communication (word of mouth marketing)
- Prayer

**When are work sessions?**

Three in August, more information to be communicated to parents

**Will there be college courses in our High School preparation, Technology in the classroom?**

At the present time, we offer "Honors" courses in preparation to eventually offer AP courses for college credit. Charity Leonard has researched the requirements to offer AP courses. Presently we plan provide oversight of "online" AP courses if any high school student is interested. We plan to upgrade our iPad technology this year and next. We plan to utilize the retired iPads and associated programs in our Middle School and Elementary classrooms.

**Communications, can you streamline?**

With regard to communications and after extended talks with parents after the Q&A, we will formulate a committee of staff members to communicate consistently in all available forums to include communication folders, email, website and RenWeb. The goal will be to provide consistent information in each forum so parents can rely on one forum for all relevant information.

**Will you have an “Open Forum”?**

This is a good idea and we will plan to hold an “open forum” with staff and School Board at least twice a year. Attendance is key as initial events are well attended and our experience has been that interest wanes.

**Can you prepare a timing and agenda for open forums?**

Certainly will do my best to communicate any information to parents prior to an “Open Forum” event.

**Ending notes:**

As the Administrator, I will encourage the School Board to allow the formulation of a committee, self-governing, to consist of MABC and more importantly, non-MABC members to formulate a report for the School Board. This committee will be able to present ideas, fundraisers and concerns to the School Board and every monthly meeting. My goal is to involve non-MABC members in the MACA ministry.

We presented the TerraNova standardized tests for the 5<sup>th</sup> and 8<sup>th</sup> grades. The results were fantastic. As a side note, it was explained that about 50% of the students in each grade have been attending MACA since the first grade. We have reason to be proud of the results and the teaching staff who played such an important role. A graph of the results for each grade is attached.