

## Nea Community Learning Center Interim Lead Facilitator Report

October 2014



### October Nea Principle: Organization

*The Nea Community will use Organization to:*

- Select and apply appropriate technology to the task
- Effectively use technology to critically gather information
- Choose appropriate technology to communicate ideas
- Participate in decisions that effect the learning experience
- Effectively organize and manage time and tasks

#### **Executive Summary:**

- Cross Pollination
- Economy of Scale
- Facilities
- WASC
- Nea Staffing
- Special Education
- Program Enhancement
- Enrollment

#### **Pluses (+)**

1. Curriculum Committee - Currently focusing on Nea Vision and differentiation from local schools.
2. Parent support -Design of a school library, beautification of UV garden space, Clean-up left from the move
3. Reboot of 6-12 program - Increase in academic rigor

#### **Challenges Inspiring Changes (Deltas: Δ)**

1. Lack of space not allowing increased enrollment in 6-12

2. Illuminate – technology glitches
3. Staffing Adjustments – staff transitioning out and in

### Highlights

#### *Opportunities for “Cross Pollination”*

- **After School Club:** Computer Club.

#### *Economies of Scale*

- **Facility:** Nea and ACLC are working collaboratively in the use of the rooms at Boys and Girls Club.
- **Administrative Support:** ACLC Lead Facilitator and Nea Lead Facilitator collaboration and proximity.

### FACILITIES

- I. Facilities are a concern for our 6-12 program. The lack of classroom space restricts our course offerings and provides a roadblock for enrollment. Currently Nea has a waiting list of Alameda residents for 7, 10 and 11 however we cannot add them due to the lack of classroom space.
- II. We found out that we did not receive the two classrooms needed to remediate our 6-12 offerings. With this, we have made adjustments to our current space including ACLC giving us their classroom at the Boys and Girls Club. We have then gone through and readjusted our master schedule to account for all classes needed currently but limiting the additional courses for some due to space. This will be a part of our phase two rollout.

### WASC

#### **WASC Visit and Timeline and Process:**

The on-site visit to Nea is scheduled for Monday, November 17, 2014 through Wednesday, November 19, 2014. The 5-member team arrives on Sunday, November 16th and will have its initial meeting and reception with the Nea community.

#### **School Report Creation:**

- **March and April 2014:** Formulate the specific WASC Committees; Writing trainings attended by admin.
- **May and June:** Writing begins in committees about Organization, Curriculum, Instruction, Assessment, and Accountability, and School Culture.
- **June:** Feedback on writing, data gathered and summer writing assignments confirmed.
- **July and August:** Writing, feedback and data gathering continues.

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- **August:** Update on progress reported to August CLCS Governing Board.
- **August and September:** School Report draft compiled for submission for review at September Governing Board meeting, Staff Meetings, PTSA, Sankofa Forum and CCC/L2L; feedback and recommendations noted.
- **September and October:** School report final revisions compiled and affirmed at September Nea Governing Board meeting and CLCS Governing Board meeting.
- **October:** Finalized WASC report mailed to visiting team by October 17<sup>th</sup>.

### **Nea Staffing**

- As of Monday, October 13<sup>th</sup>, 2014 Bethany Miguel, a staff member who has worked at Nea since the 2011/12 school year will be replacing Humaira Naim in as our Humanities Facilitator in the Jemison rotation. Bethany comes with a deep knowledge in the Nea culture, has attended all of the Nea professional development and worked with our former ELA and Humanities facilitators. She is excited to implement the rigor needed for common core while creating a safe and nurturing learning environment.
- Dezaree Doroliat is joining the Nea family on Monday October 13<sup>th</sup> as our new school counselor replacing Stephanie Gage. Dezaree comes to us with a BA in Sociology from the University of California, Santa Barbara, a Masters of Arts in Counseling from the University of San Diego and her School Counseling with Pupil Personnel Services Credential. She is looking forward to bringing her experience working with middle school and high school students to Nea and cannot wait to begin to build relationships with our Ninjas!
- Beginning Monday, October 20<sup>th</sup>, Jana Chabre will take on the role as our literacy curriculum coach focusing on our school wide Literacy program. During the week of October 13<sup>th</sup>, she will train and then supervise Angel Thomas who will run our reading groups for our general education learners. Jana's depth of experience, and excitement to create a solid literacy program, will help to enhance our rigorous program as we implement Common Core.

### **Special Education Accountability**

- We currently have 51 learners on IEPs
- This year we have 51 annuals, since we are required by law to complete an IEP on each learner at least once a year – for many of our learners we meet multiple times a year, creating amendments as needs change to adjust the IEP.
- Tracking Systems: Nea uses a variety of ways to track our IEP learners:

- Large wall calendar
- All dates on the SpEd calendar on Google
- SEIS - the start page gives updates of meetings coming up
- A spreadsheet that not only tracks the dates, but also the timeline for contacting parents, signing assessment plans as needed, getting feedback from facilitators, setting up meeting date, confirming meetings.
- Services are tracked through Google docs on spreadsheets
- SPED staff meet on a weekly basis with facilitators

### **6-12 Program Enhancement**

#### Phase I: Adjustments made effective 10/13/2014

- Breaking out Humanities to include separate English and History for grades 10 & 11
- Offering of Honors English for 11<sup>th</sup> and 12<sup>th</sup> grade
- Offering of Honors Physics for 9<sup>th</sup> grade
- Addition of America Sign Language
- Addition of 8<sup>th</sup> grade Spanish elective offering

#### Phase II: Adjustments made for August 2015

- Curriculum committee is currently looking into program enhancements such as increased offerings of foreign language in high school and middle school.
- Researching certificated programs at the College of Alameda and with Regional Occupation Program.

### **Enrollment**

2014-15 Enrollment. K-5 program 88% and 6-12 55% of our learners are Alameda residents. Our enrollment figure dipped to 480 learners mainly due to Power School corrections made in the system from the beginning of the year.

#### 2015-16 Enrollment:

- Rolling out our Family Retention plan as addressed in the COO report. This includes bridge programs, special invite-only events for current families, information nights and tours
- Push to get our mailer out at the end of October.

#### Family Information Sessions:

*Lower Village (Grades K - 5) - 6pm-7:30pm*

- Tuesday: 11/4, 12/9, 1/13, 2/10, 4/14

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*Upper Village (Grades 6 - 12) Middle School Presentation - 6pm, High School Presentation - 7pm*

- Tuesday: 11/18, 12/16, 1/20, 2/17, 4/21

**Family Tours (no reservations required)**

*Lower Village (Grades K - 5) - Thursdays 8:30am - 9:30am*

- Thursday: 11/6, 12/11, 1/15, 2/12, 3/12, 4/16, 5/14

*Upper Village (Grades 6 - 12) - Thursdays 8:30am - 9:30am*

- Thursday: 11/20, 12/18, 1/22, 2/19, 3/19, 4/23, 5/21