

HOS Report
9/18/25

Staffing

- Hired:
 - Dorothy Barr: Food Service Assistant #2
 - Paraprofessional: Em Richardson (10/6 start)
- Resignations: Kendra Aitken (para), Julie Gregory (TA)
- Open jobs: CH3 Assistant, CH transition assistant (2, one full time and one 2 days a week-interviews are underway)

VOA

Submission checklist: All submissions have been completed and sent to VOA as required.

Site visit: VOA will attend our October meeting, and will conduct our fall site visit the day after. The oaths of office for Kim and Jessica will be submitted after the meeting tonight. All submissions are completed until the next deadline which is Nov. 1. Stephanie Olsen will be the VOA rep that attends. Now, Karina Perkins will attend as well. She is the new CEO of VOA MN.

MDE Montessori Leadership work group with Ann Mitchell

HOS has joined a new Montessori leadership cohort with Ann from MDE. It has a great deal of potential. As the teachers in our group can probably imagine, new teacher support and development is the number one priority generated from the initial survey that was administered to build this group.

MA billing

All MA billing is updated and Informed Consent Letters have been issued. Consent is updated in SpEd Forms for eligible families.

504's

All 504's are either completed or there is a plan in place for them. We review them annually, and in the case of a new student, the plan is to provide their teachers with the 504 that comes in their records. We then set a meeting time after about 3 weeks so that the plan can be reviewed with parents and staff after the child has been in attendance for a while. This allows the staff to get to know them a bit before updating any formal plans.

Annual Charter Assurances FY26

This was filed on 8/25/25 with VOA and MDE.

Title I/II application

The Title application has been approved by MDE

REAP Grant

Our REAP grant award was confirmed, and the GAN (Grant Award Notification) was shared with Creative Planning.

Walking Field Trips

With the change over to JMC (away from the blue sheets) for enrollment purposes, the consent for walking field trips was accidentally omitted. We addressed that with an Informed Consent letter to all parents/guardians and pushed it out via email and text concurrently with a test of the emergency communication system.

MACS

Please see the public policy positions from MACS. The HOS is on the Governmental Affairs Committee again this year. The legislature is in a policy year, not a funding year. Therefore, the HOS will be pushing and working for charters acquiring the ability to own their buildings-this is very appropriate in a policy year, won't cost the state any additional money, yet will save us money in several areas. Let's do the work.

Back to School BBQ

On Friday, the 12th, we held the back to school BBQ. This year it was earlier than usual as the AHOS was able to secure a speaker that she referred to as 'inspirational'. Coley Gates attended school and spoke to students throughout the day, then presented to families that evening. MDE restorative practices staff also attended during the school day. Alexandra from the Winona Post did as well. Overall a very successful event due to the strong efforts of the Erdkinder team, AHOS, Building Manager, and Food Service team.

HOS big ticket projects underway

- VOA Site Visit rubric and compliance binder for 10/24/25 visit
- Combined Comprehensive Achievement and Civic Readiness (CACR)/Annual Report to the Board for the 10/23/25 meeting
- Plan/prep District Advisory Committee meeting (Late Nov/early Dec)
- Budget revisions with Creative Planning-enrollment was set at 211, currently at 204.
- Food service audit: site visit 12/9/25
- Strategic Planning
 - Started foundational work for Promulgation and Assistant training work
 - Started foundational planning for focus area 4 and/or 5