

**Norwood Public Schools Board of Education**  
**Administrative Team Report**  
**February 16, 2021**

**Respectfully Submitted by Ken Lawrence, Perri Gipner, and Sara Rasmussen**

<b>Leadership Transition</b>
<p>Superintendent Search: Staff and community stakeholder teams have been assembled to participate in the interviews of the superintendent candidates. The team is deciding on interview questions and will be meeting with our consultant to discuss their roles and procedures moving forward.</p> <p>Principal Search: The principal job is being advertised and is open through February 22. Applications are coming in. A stakeholder team composed of staff and community has been formed. Carla Reams is assisting us as a consultant to help us develop interview questions and evaluation criteria. Once the new Superintendent is selected we will get them actively involved in the hiring process.</p> <p>Perri and Sara met with the team leads for PBIS, Restorative Practices, and MTSS to discuss how to proceed the rest of this year and what needs to be accomplished by each team as we transition to a new administration.</p> <p>We are working with Amy V. (literacy coach) to create a plan that will help with a smooth transition to a new administration. She will be scheduled to meet with the new principal once that person is hired. She will also be working with the teachers to get their early literacy certification before the end of this year. We discussed how this would take that pressure off the new administration to figure that out and it will also relieve the time factor that teachers will face by having to do it on their own. We will determine what this looks like and report at next month's board meeting.</p>
<b>Communication</b>
<p>Nothing to report</p>
<b>Facilities</b>
<p>We are gathering information regarding improvements to our HVAC systems. The CDE is working on developing a grant program specifically for School HVAC improvements and we want to have cost information ready when the grant is released.</p>
<b>Finance and Budget</b>
<p>Data has been released by the Legislative Council Staff on the proposed supplemental bill. It looks like we will take a \$30,602 cut in State Share if the supplemental bill proceeds as planned.</p>

<b>Grants</b>
<p>We received notification that we have been selected to receive the Connecting Colorado Students Grant, however they needed more information and an updated budget before they could award the grant. The information has been submitted and we are awaiting final word on how much money we will receive. This grant will allow us to provide free or reduced rate internet service to students and staff in need.</p> <p>Early Literacy Grant: The teachers met with Amy (Literacy coach) to review student plans and adjust instruction based upon progress monitoring. Amy also did walk-throughs to work with teachers and small reading groups. She then met with those teachers the next day to do follow up. We are also beginning to plan how we will get all elementary certified in early literacy. This is a new state requirement and it will have to be accomplished by January 2022.</p>
<b>Instruction</b>
<p>Teachers are working with the paras to implement the intervention component of our Bridges math curriculum.</p>
<b>Legislative</b>
<p>Nothing to report</p>
<b>Personnel Development</b>
<p>Nothing to report</p>
<b>Safety and Security</b>
<p>Nothing to report</p>
<b>Other Items and Staff Reports</b>
<p>Nothing to report</p>