

# **Collaborative Administrative Leadership Report**

**February 21, 2024**

Terrence Smith - CEO

David Krakoff - Principal & Head of School

Dana Corradi - Director of Enrollment, Diversity, and Inclusion

<b>Topics</b>	<b>Updates</b>	<b>Voting Items</b>
<b>Human Resources</b>	Hires - Need Ratified <ol style="list-style-type: none"><li>1. Jen Gerjets as school counselor at a salary of \$64,500</li><li>2. Michele Psilos as special education coordinator at a salary of \$67,000</li><li>3. Timmi-Jo Pashuta as special education teacher at a salary of \$50,000</li></ol> Terminations - Need Ratified <ol style="list-style-type: none"><li>4. Ashley Shutak - special education coordinator</li><li>5. Chris Shepard - guidance counselor</li></ol>	1, 2, 3, 4, 5.
<b>Finances</b>	<ol style="list-style-type: none"><li>1. Audit report was completed by Mark Turley and Associates.</li></ol>	
<b>Teaching &amp; Learning</b>	<ol style="list-style-type: none"><li>1. Online gradebooks moved from BUZZ to PowerSchool.</li><li>2. Morning arrival routine changing to support safety and professional learning.</li><li>3. WIN (What I Need) Wednesdays beginning Feb. 28th to support implementation of MTSS system and student clubs</li><li>4. February 19th professional learning day summary.</li><li>5. Beaver County Job Training works with juniors and seniors.</li><li>6. Students job shadowed professionals at PGT (Pittsburgh Trucking) on February 12th.</li><li>7. First-ever MITCS prom coming on May 18th at Beaver Station Cultural and Event Center.</li><li>8. Student discipline data summary.</li><li>9. IEP Writer - requesting for purchase for \$3,587.</li></ol>	9.
<b>Security</b>	<ol style="list-style-type: none"><li>1. ALICE active threat drill held</li><li>1. Student lanyards created.</li></ol>	

<b>Marketing</b>	<ol style="list-style-type: none"><li>1. Open house for prospective students scheduled for April 4th from 3:30 - 6:00 p.m.</li><li>2. Open house for local businesses scheduled for April 11th from 12:00 p.m. - 5:00 p.m. to foster partnerships to include job shadowing, internships, MITCS visits, and financial arrangements.</li><li>3. MITCS will have a table at the Beaver Area Jaycees' Spring Craft Festival at Beaver Valley Mall on March 23rd from 10:00 a.m. - 6:00 p.m.</li></ol>
<b>Enrollment and Withdrawals</b>	<ol style="list-style-type: none"><li>1. Current enrollment stands at 127.</li><li>2. Withdrawals - 6</li><li>3. New enrollments - 4</li></ol>