



School Union 69
Office of the Superintendent
Hope, Appleton & Lincolnville

2561 Atlantic Highway
Lincolnville, ME 04849
Tel: 207.763.3818
Fax: 207.763.4262

Kathryn Clark, *Superintendent*
Deb Bailey, *Director of Special Services*
Paula Emerson, *Bookkeeper*
Wendy Tricomi, *Central Office / Special
Education Secretary*

Superintendent's Report for: June, 2023

Hope School Committee

District Goals:

- I. To foster communication with families and community that promote partnership and common goals:
 - To support Danielle in increasing parental involvement.
 - parent input at SC meetings: add zoom link to newsletter; swiftreach.
 - SC members actively communicate about upcoming meetings,
 - reach out to town to increase school presence on town website.
 - school committee sponsored evening to meet SC members
 - survey budget priorities
 - presentations to school committee about school initiatives
 - time within committee meetings to discuss outreach on a regular basis

- II. Obtain town funding for needed facilities renovations and improvements
 - foster relationships with the community to prepare for upcoming expenditures.
 - continue to be available to the budget committee to address questions or concerns as the process progresses.

- III. Support Danielle and the school community in identifying the needs of educators and increase retention.
 - review local salaries and contracts in preparation for negotiations in 23-24.
 - communicate to town the value of excellent teachers and appropriate compensation.
 - examine school operations for efficiency.
 - review feedback from incoming and outgoing staff and faculty.

-send a budget brochure to the wider Hope community before budget process is finalized.

- IV. Educate the school committee and community in regards to programming at the school.
 - invite students and staff to present to the school committee
 - invite curriculum teams to present about any impending changes that need a school committee vote.

Superintendent's Goals:

1. Update Professional Growth Plan for Educators
 - a. The Evaluation Steering Committee met on June 7th to revise the Professional Growth and Evaluation Plan. They got quite a bit done and have assigned roles to each member of the team to complete the work. The Administrative team will discuss the roll out and training for staff in upcoming meetings.
2. Create a Curriculum Review Process and Timeline
 - a. The Curriculum Review Process document will be shared with the Administrative Team after any revisions are made. The document and process will be rolled out to the staff at the August meeting.
3. Create Principals' Procedural Manual
 - a. The Administrator's Manual is under construction as a series of Google folders rather than a document. This will allow any administrator to easily find the procedure and related forms needed for a given situation.

Ongoing Superintendent Professional Development:

- Ongoing: Midcoast Superintendents; PD Committee; Resolutions Committee

Budget/Finance:

An extension has been granted by the state until June, 2023, however, I spoke to Kyle at Brewer and Brewer on Friday afternoon and he let me know they are at the very end of the process. I did not get a specific date from him, but he did assure me the audit would be done very soon.

Respectfully submitted, **Kate**