

Lincoln Academy

Principal's Report to the Board

January 2020

The mission of Lincoln Academy is to help all students attain their highest social and academic potential through an academically rigorous, content-rich educational program in a safe orderly, and caring environment.



Open Enrollment

The Jefferson County School District open enrollment process began on December 10, 2019, and continues until January 15, 2020. Last year the timeframe was January 22 - February 8. The process is completed online again this year through the EnrollJeffco digital platform. This year our PreK is also using the EnrollJeffco process. [EnrollJeffco Website](#)

During this time, at Lincoln Academy PreK-8 grade applications are given priority based on staff, sibling, in-district, and out-of-district. In each category, a lottery number is assigned to each applicant at the end of the open enrollment period. All of this will be automated via the Jeffco enrollment system.

Emails will be auto-generated and sent to the first open positions in our kindergarten classes. All other grade level applicants as well as the remaining kindergarten families will be notified by email as space becomes available.

We hosted an informational night on Tuesday, December 17th for prospective parents. Additionally, weekly we are hosting prospective parent tours during the day in January and then monthly through May.

Projected Student Openings Per Grade Level

Grade for 2020	Number of Openings as of 1-10-20	Projected Class Size for 2020-21
K	86 - 2 Retentions	88
1	6	88
2	-3	84
3	-1	84
4	0	84
5	0	84
6	-4	84
7	1	84
8	1	84

Number of 1st Round Enrollment Applications*

Grade	2020	2019 Total	2018 Total	2017 Total
K	Half Day=40 Full Day=147 Total=187	214	149	134
1	27	28	17	25
2	14	19	12	18
3	15	16	20	19
4	14	23	11	12
5	12	15	9	19
6	37	41	18	17
7	7	10	16	23
8	2	7	1	7
Totals	315	373	253	274

- * Open enrollment period was not closed when data was gathered

Enrollment History

Academic Year	Total Number of Students
2012-2013	556
2013-2014	643*
2014-2015	656
2015-2016	694
2016-2017	736
2017-2018	772
2018-2019	797
2019-2020	804

Numbers include PreK

*Year of the move to our current site

We have increased our student population by 248 students since leaving the Pierce Street location

School Choice Week - January 26- February 1

We will be participating in the 9th annual National School Choice Week. National School Choice Week is America's largest annual celebration of educational reform that provides an array of educational option and gives parents the power to choose the educational environments that are best for their children. National School Choice Week shines a positive spotlight on effective education options for children.

On, Monday, January 26th we will celebrate School Choice Week during our Monday pledge ceremony. Students will be performing the school choice dance and we will watch clips from the national organization.

To learn more visit the [School Choice Website](#)

Proposed 2020-2021 Calendar Notes

The proposed 2020-2021 calendar is posted on the Lincoln Academy website. Click [here](#) to review.

Some items to note about this proposed calendar:

- Lincoln will begin school Thursday, August 20th - the district's first day is Tuesday, August 18th
- We are planning on having our Back to School BBQ on Friday, August 14th
- ½ day on Grandparents' Day on September 18th - the district does not have a ½ day in September
- Outdoor Lab - October 12th-15th (dates have been confirmed with IDRAJE)
- October Conferences and break - October 21st-26th - the district fall break is October 15th-16th
- Thanksgiving break - November 23rd-27th - same as district
- December break - ½ day December 18-January 5th - district break is December 23rd-January 6th
- February 11th - ½ day for students and then parent/teacher conferences
- February 12th - no school - same as district
- March 29th-April 2nd - Spring break - same as district
- April 30th - day off - same as district
- May 21st - last day for 8th graders
- May 27th - last day for K-7 - same as district
- 2.5 days over the required time for 8th graders - State required hours =1056

MAP Winter Data

School	Fall to Winter Median Growth Percentile Reading	Fall to Winter Median Growth Percentile Math	Number of Growth Scores
Lincoln Academy Elementary	55	50	680
Lincoln Academy Middle School	53	57	481

Jefferson Academy Elementary	49	44	638
Jefferson Academy Middle School	50	49	439
Excel Elementary	55	44	368
Excel Middle School	53	40	355
Oberson MS	50	53	727
Campbell	36	44	220

The goal the board set in the 2019-2020 strategic plan was 54 median growth percentile.

Professional Goals for 2019-2020

Based on my evaluation from Spring 2019

[See updates below in blue](#)

1. Adaptive Change Management
 - a. Based on the growing needs of our school, I will be hiring an operational manager to assist with my leadership duties that are not instructional related
 - i. The hiring committee interviewed four candidates that were interested in the operational management position that we posted. The committee was unanimous in offering **Lori Woods** the position. She began her work on August 19th. Currently, one of the areas she is working on is state and district waivers for our Charter Renewal documentation.
 - b. I will continue to speak with the Colorado League of Charter Schools to investigate the resources they could provide to our school around organizational management ideas
 - c. In January, I will update the board with information about how the new structure is working and update of other resources
 - i. [As we suspected 20 hours a week for an operational manager is not enough time.](#)
 - ii. [The majority of the work this fall was on the charter renewal and 5B facility meetings.](#)
 - iii. [We haven't yet been able to do any visionary planning.](#)
 - iv. [I am grateful for this assistance.](#)
2. Communications Plan
 - a. I will write a letter to the community once a month
 - i. The first letter will go out Friday the 13th reminding families of our video observation process with teachers
 - ii. [I sent a letter out to families in January for the new year](#)
 - b. I will continue to work with Jess Alley on our communication plan and utilizing the district's communication tool kit to meet the communication needs of our families
3. Connecting with teachers, not on my evaluation list
 - a. I will follow a system in which I visit 3 teachers a week that are not on my evaluation list to check in with them
 - i. Currently, to present a united front and to ensure teacher evaluations and observations are the same across grade levels, Lindsey and I are completing first round

observations with every teacher PreK-8. To date, we have observed and reviewed the observation with 23 out of 46 teachers.

- ii. I have not met this goal with fidelity; however, this week I visited 9 out of 18 of the teachers that I do not have on my evaluation cycle.