

LSC Principal's Report

YTD - 1/22/24

(New items will be in bold, many items are on-going)

Bret Harte Mission: It is our mission to prepare every child for college and career readiness. We are committed to meeting the needs of ALL students through enrichment and intervention supports. We will provide a safe and supportive environment that promotes academic excellence, reflection, responsibility for self and community, respect for diversity and appreciation for the arts and cultures.

2023-24 Enrollment: 354 Students

102	103	101	109	107	106	108	105	204	201	206	207	208	209
Prek	Prek	Prek (½ day)	K	1st	2nd	2nd	3rd	4th	5th	7/8th	6/7th	6/7th	7/8th
19	20	19	27	27	23	24	32	31	22	28	25	26	31

Domain 1

Organizational Leadership

(oversees systems, structures, and processes for continuous improvement)

Vision, mission & goals

Strategic planning & budgeting

Continuous improvement

Change management & advocacy

- **Mrs. Evans and I attended CPS's Distributed Leadership Conference. It was a full-day training on Jan. 18th. We were able to collaborate with other school leaders, participate in interactive workshops, and gain a deeper understanding of distributed leadership.**
- **Our Instructional Leadership Team (ILT) attended CPS's virtual ILT workshop on December 18th. We took a closer look at student data from the Cultivate Survey and planned next steps on what to do as an ILT.**
- Alderman Yancy visited the school on Dec. 4th. We focused most of our discussion on the newcomers at Harte and traffic. Alderman Yancy mentioned that he has been caught in some of the morning traffic at Harte. He would like to support us and has offered to discuss this in more detail. He said he would order traffic horses with his name on it. He didn't share much new knowledge regarding our newcomers. I shared the struggles we've faced, but noted that our staff doesn't want the students to have to leave and start over at a new school.
- Our middle school science teacher, Adam Schwartz and I met with Shaz Rasul, from the University of Chicago to discuss a partnership to add 4 more University of Chicago science majors to improve science. We identified Human Anatomy as a schoolwide unit we work on with the goal of having a schoolwide presentation done by students and U of C students for students and families in March.
- The Joint Class Size Assessment Council has given us a full-time bilingual teaching assistant position for the remainder of the school year. Once this position is filled, they will be responsible for pulling small groups of students from our overcrowded 3rd and 4th grade classrooms for instruction. A full-time teaching position was considered but additional classroom space and lack of teaching candidates led to the push for a teaching assistant instead.
- Ms. Maria Gonzalez has been offered a clerk position at Harte and is currently on the last stage of the onboarding process.
- Distributed 1st Quarter Progress Reports

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- Held Professional Development Day meeting with teachers.
- Conducted the Network 9 Rigor Walk on Sept. 16th. We observed 9 classrooms looking for evidence of learning targets and level of rigor in student work and learning objectives. 7 out of 9 classrooms observed had strong evidence of learning targets being aligned to Common Core Standards. Most classrooms had all adults intentionally engaging with students to support learning. The culture of the building and classrooms is warm and welcoming to ALL students. An area of clear growth was 6 out of 9 classrooms had rigor at the retrieval level. As a result of the Rigor Walk, we have created additional support during grade-level meetings on Standards-Based Instruction followed by professional development of increasing rigor in classrooms.
- Held a Kick Off to Kindergarten program in July (4-week CPS sponsored program)
- Became the second school in Chicago to partner with Young Eisner Scholars. Three sixth-graders (Ryan Thorton, Valery Davila, and Okikiola Abiola-Fagba)-selected to receive mentorship from 6th grade through college
- Held Summer OST programs for students including; gardening, cooking, art, computers, cheerleading, science, basketball, algebra, math and reading tutoring.
- Hosted CPS Summer Bridge Program for Harte, Kozminski, Reavis, and Woodlawn
- Updated Staff and Parent Handbooks
- Attended the 2-day Network 9 Leadership Meeting
- Attended CPS Legal Conference (virtual)
- Led opening week of professional development for staff. Included sessions on best practices for working with students with 504 and IEPs, MTSS best practices, and classroom management techniques. Teachers were also given an additional day to prepare their rooms for the 1st day of school.

Domain 2

Instructional Core

(ensures rigorous & coherent curriculum, instruction and assessments aligned to needs of every student)

Courses & content

Instructional strategies

Assessment data

- **Began I-Ready/Star 360 testing for students in grades k-8.**
- **Started Spanish classes on the week of Jan. 15th. Each week, students will receive 30 minutes of Spanish instruction from Lango.**
- **Held a professional development session for teachers on Dec. 22nd. The focus was on newcomer support.**
- **Attended a principal calibration training for rigor walk fundamentals on Jan. 9th.**
- **The PreK team received the Silver Circle Quality Rating from ExceleRate for the 2022-23 school year.**
- Welcomed University of Chicago Neighborhood Schools Program student tutors (3). Mrs. Lanfair is overseeing their transition into the classrooms.
- We have begun a cycle of non-evaluative classroom observations. With support from AP Turner and Mrs. Evans, the goal is for us to provide feedback to every teacher every two weeks.
- Began REACH informal teacher observations. Teachers will be notified before AP Turner and I conduct the observations.
- AP Turner and I conducted a REACH observation together to calibrate our scoring.
- Students in 5th-8th grade completed the CPS Cultivate Survey which focuses on student views of school. Results will be made available to principals in December.
- Counselor Craig organized the Network 9 High School Fair at Dyett High School on Oct. 13th that brought over 20 high schools for students to learn about. Bret Harte's 8th graders and some 7th graders attended
- 8th graders completed the CPS High School Admissions Exam on October 11th
- Began BOY I-Ready/Star 360 testing for grades k-8
- Conducted Network 9 Landscape Walk to observe teacher standards and student work on 9/7
- PreK, 1st and 2nd graders will receive Spanish classes (preK will receive Spanish classes twice per week)
- New Master Schedule includes common planning time for teachers
- The Master Schedule for the first time also gives middle school students an opportunity to choose a class for enrichment/intervention (reading, writing, social studies, math, or science)
- Will begin Spanish classes (Lango) for preK and 2nd grade students next week (once per week)
- Teacher teams will participate in weekly common planning meeting time (beginning next Tuesday)
- Created Google Classroom for staff to access all school relevant materials

Domain 3

Culture & Climate

(ensures that organizational norms, routines, and systems equitably promote the students' intellectual, social, and emotional development)

Family & community engagement

Connectedness & wellbeing

Systems & structures

- **Hosted a vaccination mobile clinic on January 9th for students needing shots.**

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- **Distributed 2nd quarter report cards on Jan. 12th.**
- **Held 2nd Quarter Awards Assembly on Jan. 19th.**
- **Held Winter Assembly for parents and students on Dec. 20th.**
- Completed 2nd and 3rd fire drills as well as the bus evacuation drill.
- Our Culture and Climate Team organized our first STEAM Day. Classes participated in activities in science, technology, engineering, arts, and math. I was able to observe preK students making butter from milk, making bread from scratch, and then cooking bread with butter.
- Dr. Craig and I both participated in training sessions and Harte is now the first Network 9 school to join the Care Portal which helps families get much needed clothing and supplies from churches. Park Community Church is our main church.
- Held our PAC meeting on Nov. 29th. The PAC will be hosting a hot chocolate bar on Dec. 21st for students and Harte families.
- Our preK, 2nd grade, and middle school classrooms attended the Hyde Park School of Dance's version of the Nutcracker on Friday, Dec. 8th.
- 4th and 5th graders went on a field trip to the Adler Planetarium on Thursday, Dec. 7th.
- Conducted Chicago Police Department Lockdown Drill on Oct. 18th
- Held annual Booktober event for staff and students. Booktober is a Harte tradition where students dress as their favorite storybook/novel character and participate in a reading exchange among fellow Badgers (for example the 8th graders will read stories with/to the Kindergartners).
- Held a clothing drive fueled by donations from staff and Harte families for our newcomers and their families.
- In the process of bringing in Spanish speaking volunteers. As of today, six volunteers have provided one-on-one support and another 14 volunteers are in the process of volunteering.
- Fourteen 7th & 8th graders joined AP Turner and I for a guided walking tour of the University of Chicago as part of the Midway Classic. Students also attended the University of Chicago's men's basketball game.
- Held 1st Quarter Awards Assembly on Oct. 25th. Students were celebrated for excellent attendance, honor roll, and good behavior.
- Held PAC Annual Meeting on Oct. 25th.
- Held 1st Quarter Report Card Pickup. 38% of parents came for in-person conferences. Teachers also held virtual conferences.
- Held two Culture and Climate team meetings to discuss 1st Quarter Honor Roll Assembly, plan activities for Hispanic Heritage Month, and evaluate progress on Second Step integration in classrooms
- Middle school students attended STEM field trip to MLK Skating Rink on Sept. 21st
- PreK students visited Johansen Farms for a field trip on Sept. 15th
- Attended PPC (Professional Problems Committee) meeting on September 21st
- Held our PAC organizational meeting on September 27th.
- Held Open House for parents on 8/30
- Website photoshoot (including aerial pictures) for new website taken on 9/1
- Welcomed over a dozen migrant Venezuelan families from the Lake Shore Hotel
- Held Back to School Bash last Friday from 1-3 pm
 - Free swag for families: Harte t-shirts, Harte water bottles, and Harte bags
 - Free ice cream thanks and animal balloon making for students
- Contracted with Educational Networks to build a new website from the ground up. The photographer will be here to take an aerial shot of the outside of the building plus they will take pictures of the inside of the school.
- Outreach to families about PreK program (38 of 40 spots have been filled)
- Continuously updating contact information

Domain 4

Talent

(ensures identification, development, and retention of diverse talent and cultivates leadership)

Identification & role definition

Development & evaluation

Professional culture & retention

Leadership teams & development

- **Sheyla Aguirre started last Monday as a bilingual teaching assistant. She is assisting students in overcrowded classrooms including kindergarten, 3rd, 4th, and 8th grade.**
- **Christina Smith started last Monday as a ½ time English Language Learner specialist. She will be working with teachers to develop their ELL instructional techniques and work with our bilingual students.**
- **Hired Maria Heard as a support staff team member. She will be supporting classrooms as needed and providing recess and lunch support.**
- **Reviewing resumes to fill the special education teacher position available when Ms. Williams transitioned to Phillips High School.**
- Hired FOBHE President, Ebony Williams, to join us as a support staff member.
- Have offered an additional support staff position to Haydee Guiterrez. She is from Venezuela and is bilingual.
- Avendah Watson, special education teacher, was hired on Oct. 26th. She is a Northwestern (Kellogg) graduate and will be working with 1st-3rd grade students.
- Meeka Berry, a temporary SECA for Ms. Farmer (SECA) who was on FMLA, has been offered a position as SECA. She is in the final stage of onboarding. We expect Ms. Farmer back after Thanksgiving.
- The Instructional Leadership Team (ILT) continues to meet bi-weekly with teachers focusing on standards-based instruction.
- Mariachi band performed for preK-8th grade students from 9-11am on Oct. 17th
- To support our migrant families, we are holding a Clothing Drive that is ending Oct. 17th
- The Chicago Fire Department spoke to preK-4th grade students about Fire Safety. Survive Alive Training for preK-4th grade students
- Received 2 new Special Ed classroom teaching positions. Currently searching for candidates
- Appealing for a .5 English Language Learner position
- Appealing for additional teacher support for rooms 105 and 201 which are over the CTU class-size limit
- Hired new Lead Coach: Dawn Evans
- Hired full-time security officer: Sherwin Jarvis
- Hired 3 classroom teachers:
 - Jon Ehlinger (middle school math)
 - Denara Watson (PreK special education teacher)
 - Donte Stephenson (PE)
- Hired new Multi Tiered Supports & Services (MTSS) Leader:
 - Megan Johnson
- Hired one new special education classroom assistant (SECA)
 - Janice Harrison
- Requested and received funding for 1 new special education classroom assistant (SECA) for grades k-2. Will begin the recruiting process next week.
- Two staff members: Dorah Floyd (SECA) and Maria Heard (support staff) are completing their onboarding.
- Assistant Principal Turner moved her office to the 2nd floor to provide admin support to that floor.