

Date: 02/24/2023

BOARD INFORMATION: X

MEETING PREPARATION:

FROM: Peter Balas, Executive Principal, Alexandria City High School

THROUGH: Pierrette Finney, Ed.D., Executive Director of School Leadership
Wendy González, Ed.D., Chief of Teaching, Learning, and Leadership
Melanie Kay-Wyatt, Ed.D., Interim Superintendent of Schools

TO: The Honorable Meagan L. Alderton, Chair, and
Members of the Alexandria City School Board

TOPIC: Administrative Structure at Alexandria City High School (ACHS) SY 23-24

ACPS 2025 STRATEGIC PLAN GOAL:

Goal 1: Systemic Alignment
Goal 2: Instructional Excellence
Goal 3: Student Accessibility and Support
Goal 4: Strategic Resource Allocation
Goal 5: Family and Community Engagement

SY 2022-2023 FOCUS AREA:

Social Emotional and Academic Learning Recovery
Hispanic Males
Continued SST Support Expansion
Strategic Plan Implementation
Implementation of Student with Disabilities Plan

FY 2023 BUDGET PRIORITY:

Staff Evaluations
Address Chronic Absenteeism & High School Graduation Rate Among Hispanic Male Students
Social and Emotional Supports for Students

SUMMARY:

To meet the needs of the growing high-school student population, ACHS is making the following changes to its administrative structure:

- Several vacant positions will be repurposed to create six high-school dean positions to be assigned as follows:
 - ACHS Minnie Howard - 1
 - ACHS Chance for Change - 1
 - ACHS King Street (to include the International Academy) - 4

All costs associated with these changes will be paid by ACHS' operational budget.

BACKGROUND:

The changes to the ACHS administrative structure will increase the ability of the administration to complete all job responsibilities in support of students and staff. The Dean of Students will focus on student support and responses to student behavior, while the Assistant Principal will focus on instructional leadership and academic departmental oversight.

- Dean of Students:
 - Will respond to student behaviors and ensure student adherence to the Code of Student Conduct.
 - Will work with the Lead Administrator of Operations on emergency drills and operations. The Dean of Students will ensure staff resources for emergency drills are shared, e.g. safety evacuation routes, building maps are updated, etc., and that staff communication is disseminated. The Lead Administrator will work with the Office of Safety and Security and the Campus Principal to ensure adherence to safety protocols, while the Dean of Students will work on task execution and drill management.
 - Will work collaboratively with student support teams on identifying and responding to students' social/emotional and behavioral needs.
 - Will co-lead the academy's work on Multi-Tiered System of Supports (MTSS). While the assistant principal of the academy will ensure MTSS implementation, the Dean of Students will manage the behavioral/social emotional lens of the committee and ensure behavioral plans are updated and managed effectively.
 - Will implement and monitor school-wide programming, such as Social and Emotional Aspects of Learning (SEAL), Positive Behavioral Interventions and Supports (PBIS), and Restorative Practices.

- Assistant Principal:
 - Will focus on the Virginia Department of Education (VDOE) Academic Review, instructional leadership, and the implementation of the Comprehensive School Improvement Plan (CSIP).
 - Will work on supporting instructional alignment, i.e. lesson planning, instructional observations, departmental oversight and leadership, as well as providing professional development opportunities for staff.
 - Will participate in professional learning communities for the departments they oversee.
 - Will be the primary administrator responsible for the MTSS processes for the students they oversee.

RECOMMENDATION:

The Interim Superintendent recommends that the School Board review the information in this board brief about changes to the administrative structure at ACHS.

IMPACT:

The new administrative structure at ACHS will improve the high school's ability to meet the social and emotional needs of students and provide greater academic leadership and support to staff.

ATTACHMENTS:

None

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