



Parent Education Opportunity

*2017-18
Administrative,
Operational,
and Financial
Procedures*

“...We must create an eye that sees, a hand that obeys, a soul that feels; and in this task, the **whole** life must cooperate.”

Maria Montessori, *The Formation of Man*

Austin Smigel



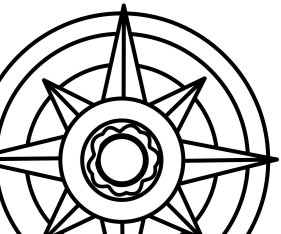
Whole Child / Whole School

“The education of even a small child, therefore, does not aim at preparing him for **school**, but for life. ... We shall walk together on this path of life, for all things are part of the universe and are connected with each other to form one **whole** unity.”

Maria Montessori

“Education is a natural process carried out by the human individual, and is acquired not by listening to words, but by experiences in the **environment**. The teacher's first duty is to watch over the **environment**, and this takes precedence over all the rest.”

Maria Montessori





The Prepared Environment

The Role of the School:

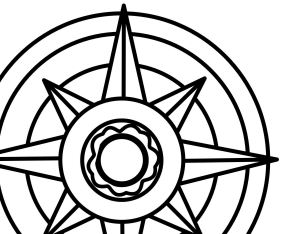
“...for protection during the time of the

1) physical transition, and

2) for an understanding of the society which he is about to enter to play his part as a man”

Maria Montessori

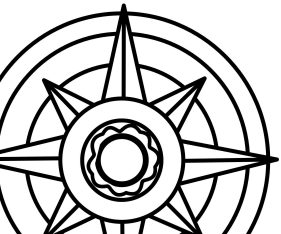
- Foster the environment for individual student success
- Ensure the organization is stable and present for future generations
 - Emulate the Philosophy on macro and micro scales





Agenda

- Communication, feedback, and surveys
- Budgeting
- Long-term facilities/student population planning
- Student recruitment, lottery, and admissions
- Safety planning





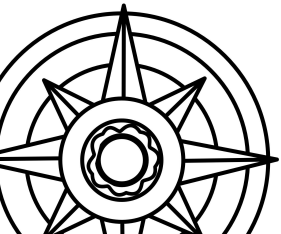
Communication, Feedback, and Surveys

WMPCS is a data-driven organization

Decisions in the classroom, administrative and Board levels are based on data received by our stakeholders.

Stakeholders are:

- Parents
- Students
- Board
- Local Govt. (BC Health, Emergency Management)
- State (NC DPI, NC DoL, NC DHHS, DoR)
- Federal Govt. (DoEd, HHS, Treasury)

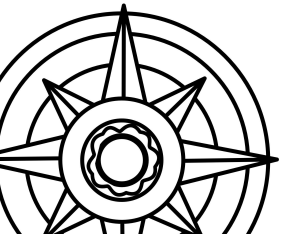




Communication, Feedback, and Surveys

Survey/Data points for the school

- Community Survey (annual)
- Student Survey 7-12th (every other year)
- Teacher Survey (annual)
- State Teacher Working Conditions Survey (every other year)
- BoT Directors Evaluations (annual)
- Classroom observations and meeting
- Teacher meetings

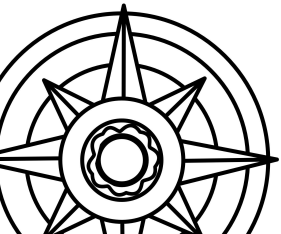




Budgeting

Budgeting process

- School has an annual “net 0” budget
- Budget adjusted at least 2 to 3 times per year
- Process starts in December for the following year
 - Factors included:
 - Board strategic goals
 - Growth planning
 - Survey results (parent, community, teachers, students)
 - Projections of state funding (on revision 35 for FY 2017-18)

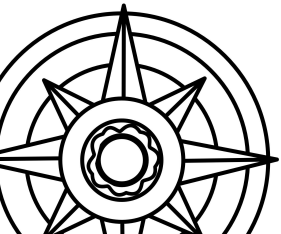




Budgeting

Other Factors:

- Fund balance (Feb 2018 1.151M)
- Reserve requirements (300K)
- Projected long-term plans (capital and non-capital)

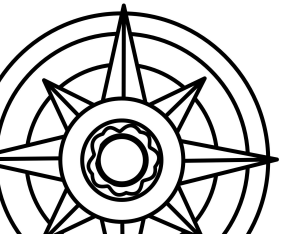




Long-term Facilities/Student Population Planning

Capital projects and school improvements based on

- Community survey
- Student survey
- Teacher survey
- School budget projections
- State budget projections
- School “Fund Balance”

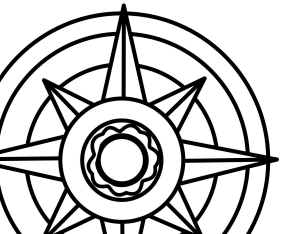




Long-term Facilities/Student Population Planning

Student population

- reviewed multiple times annually (typically monthly)
- 10 year projection of student population and attrition
- Attrition numbers based on a rolling average of the last three years of attrition data
 - Current attrition rate expected to be approximately 8%. School budgeted for 10% attrition
- Grade openings not guaranteed if a student leaves
- Grade openings do not automatically occur at level changes
 - No Secondary II openings for three years straight
 - Only Secondary I openings were for staff children

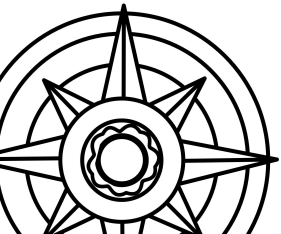




Long-term Facilities/Student Population Planning

Student openings

- Always focused at the lower levels first and foremost
 - Highest # in CH, then LE, then UE
 - Sec I and Sec II are very unlikely (Sec II no openings for three years)
- Exemptions:
 - Staff children: at every possible chance staff children are given admission based on teacher and administrative discussion regarding class size.

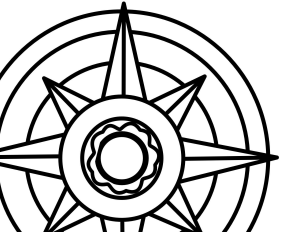




Student Recruitment, Lottery, and Admissions

Student recruitment:

- Publicize for three months prior to lottery
- Ensure School brochures are at every daycare/childcare in Beaufort, Pitt and Martin Counties
- Open parent tours for three months prior to lottery

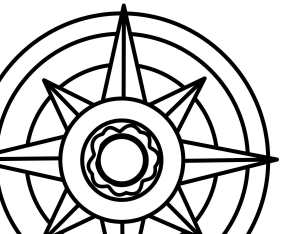




Student Recruitment, Lottery, and Admissions

Lottery

- Process governed by State and Local Policy
- Administrative function
- No actual admissions/selection of students
 - cannot ask any identifying characteristics on applications
 - cannot determine any academic progress prior to entrance

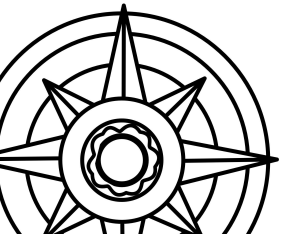




Student Recruitment, Lottery, and Admissions

Admissions

- Governed by lottery and waitlist
- Non-negotiable / strictly adhered to
- Openings dependent on short and long term school population projections





Safety Planning

Each year the school is required by law to:

- Hold monthly fire drills

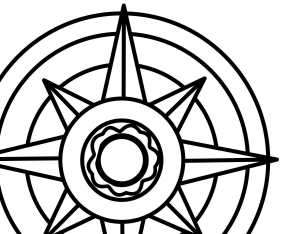
- Hold at least one tornado drill

Additionally, WMPCS has the following plans in place

- Lock-down

- Live animal/bear

- Hurricane





Questions?

