

Quarterly School Administrator Report

General Information

Administrator Name: Peggy Rosell

School/Division: Director of Student Support Services

Quarter & Year: Quarter 3; 2025/2026

Section 1: SWOT Analysis

Category	Details (examples included, replace with your entries)
Strengths/Celebrations	<ol style="list-style-type: none">1. EL ACCESS testing completed in February. No students were absent, so no make-up dates were needed.2. CAPTI ReadBasix - mostly completed. The results have yielded valuable data for review and targeted skill development.3. Several applicants for the open Health Office Assistant position.
Weaknesses	<ol style="list-style-type: none">1. Number of new special education evaluations in the Middle School (19)2. Open position - Health Office Assistant3. School-wide MTSS (Multi-tiered System of Supports) process
Opportunities	<ol style="list-style-type: none">1. Implementation of reading intervention in the US - how, when, who...2. Analysis of CAPTI ReadBasix results to identify specific skills to target3.
Threats	<ol style="list-style-type: none">1. SpEd funding cuts - Walz has proposed reducing special education cross-subsidy aid by \$50 million - this is in addition to the \$250 million required reduction.2. Staffing challenges anticipated for the new school year due to the extended family leaves.3.

Section 2: Addressing Weaknesses and Threats

Question: What steps are being taken to address the identified weaknesses and threats?

Response:

- Funding unknowns - staying informed of legislative updates as they happen to prepare an appropriate response. The Blue Ribbon Commission final report is due in October 2026.
- Staffing: explore creative ways to address SpEd coverage needs.
- Meeting with a small group to define and develop an MTSS framework for Prep.

Section 3: Family and Community Engagement

Prompt	Response
How have you engaged families to support student learning and school initiatives this quarter?	Responding to parent requests for 504 Plan or special education evaluations. Information about summer reading program options (not offered at Prep) was sent to families of students who currently receive ADSIS reading support.
How have you collaborated with staff to build a positive school culture and support instructional goals?	Biweekly meetings are scheduled with each division SpEd team. 1:1 meetings are scheduled with the Health Office and EL teacher, and a biweekly meeting with school counselors.
What new strategies or practices are being introduced to strengthen family-school-staff partnerships?	

Section 4: Additional Notes & Future Planning

Upcoming priorities for next quarter:

- Complete round 2 of observations for direct reports.
- Attend MTSS trainings through Brightworks.
- Complete Special Education Parent Advisory Meetings.
- Interview and hire for the Health Office Assistant position.

Anticipated challenges and mitigation strategies:

Support requested from the School Board: None at this time.