

**To: Baxter Academy Board of Directors/Public Record**  
**From: Baxter Academy Executive Director, Anna Marie Klein-Christie**  
**Date: 01/17/2023**

**Executive Director’s Report**

**Next Board Meeting to be held on February 14th, due to the February Break Holiday (and the school will be closed.**

AREA TO WATCH (AW)	ON Track (OT)	STARTING Initiative (SI)	Board Action (BA)
<b>1. Compliance:</b> <ul style="list-style-type: none"> <li>● Ongoing work with Bob Kautz focused on Human Resources requirements and Financial Oversight (OT)</li> <li>● Work with Lana Ewing (ED-Charter Commission) on updating the performance framework. (including work session and tour) (OT)</li> <li>● Working with Howie Berger regarding Charter Commission that will be shared with Lana Ewing in January.</li> </ul>			
<b>2. Recruitment Strategies:</b> <ul style="list-style-type: none"> <li>● Added Q&amp;A open house (January 25th)</li> <li>● new outreach to youth organizations</li> <li>● increased investments in community resources</li> </ul> <b>Challenge:</b> <ul style="list-style-type: none"> <li>● to increase enrollment</li> <li>● to diversify enrollment in a lottery</li> <li>● to expand pool of applicants with endorsement of public schools</li> </ul>			
<b>3. Academic &amp; Admin Function/Curriculum:</b> <ul style="list-style-type: none"> <li>● Finishing 1st Semester</li> <li>● NWEA testing 1/23/2023</li> <li>● Wrapping up new schedules for 2nd Semester</li> <li>● Baxter without Walls</li> </ul>			
<b>4. Community Outreach:</b> <ul style="list-style-type: none"> <li>● Peace Summit</li> <li>● Senior Events</li> </ul>			
<b>5. Fundraising:</b> <ul style="list-style-type: none"> <li>● Met revised goal - on track to achieve original goal.</li> <li>● Full Board participation!</li> </ul>			
<b>6. Finance: (see financial reporting)</b> <ul style="list-style-type: none"> <li>● Started work on next year’s budget and forecasting process.</li> <li>● Working with Charter Commission to address any shortfall of., budget prior to year end. (It is one of the performance metrics.)</li> </ul>			
<b>7. Building/Staff Infrastructure:</b> <ul style="list-style-type: none"> <li>● Security has been addressed.</li> <li>● Inspection Bureau of Labor Saftyworks Division</li> <li>● Two Robots donated.</li> </ul>			