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For more information regarding the content of this material, please contact the Charter Schools Division by phone at 916-322-6029 or by e-mail at [charters@cde.ca.gov](mailto:charters@cde.ca.gov).

**Written Response Needed: (no more than 3 pages)**

## Progress updates:

1. Facility -
  - a. Watsonville Prep Schools received the final Prop 39 request from Pajaro Valley Unified School District for 7 portables on the site of E.A. Hall Middle School. Navigator Schools is working on the final details in the Facilities Use Agreement but is planning on taking possession of the portables on August 1st. Andrea Hernandez, the WPS principal, will be meeting with the vice principal of E.A. Hall to discuss bell schedules, logistics of sharing a campus, and establishing a relationship.
  - b. Food service - PVUSD will not be providing food service so WPS will be providing its own
  - c. Finance -
    - i. LCAP to be approved at June board meeting
    - ii. Revolving loan application completed
2. Recruiting and hiring staff
  - a. Human Resources -
    - i. Hiring Site Leadership Team
      1. Vice Principal of Academics & Intervention - Gabby Roldan (HPS)
      2. Vice Principal of Culture & Operations - Natalie Richards (external candidate)
    - ii. Hiring Instructional Team
      1. Founding teachers
        - a. Courtney Allen (GPS)
        - b. Nina Kashmiri (GPS)
        - c. James Lotti (HPS)
        - d. Sarah Rule (GPS Teacher in Training)
        - e. Recruiting for the two candidates
      2. Student Services Team
        - a. Education Specialist (formerly Resource Specialist) in Training -
          - i. Alex Heredia (GPS)
        - b. Paraprofessionals
          - i. Luisa Hernandez (founding WPS Parent leader)
          - ii. Sarah Herrera (HPS)
      3. Small Group Instructors
        - a. Kaitlyn Large (HPS)
        - b. Alondra Iniguez (external candidate)
        - c. Valerie Duran (external candidate)
        - d. Angelica Johnson (external candidate)
    - iii. Hiring Support Staff

## Response from Watsonville Prep

1. Office Manager - Celica Acosta hired and attended CCSA while also working in Watsonville on lottery preparation. She has also job-shadowed current office managers.
  2. Office Assistant
    - a. Soila Valdez Solorio
  3. IT site tech
3. Curriculum materials
- a. Software
    - i. ST Math
    - ii. Reflex
    - iii. Read Naturally (intervention material)
    - iv. Lexia
    - v. Reading Plus
  - b. Materials
    - i. Digital Navigator Scope and Sequence broken down by standards with Navigator created
      1. Instructional slides
      2. Quizzes
      3. Practice materials
    - ii. Reading A-Z
    - iii. News ELA
    - iv. Ready Common Core
    - v. Write from the Beginning
    - vi. Reading Mastery
    - vii. Horizons
    - viii. Corrective Reading
    - ix. Grade level novels
    - x. TCI
4. Professional development plans
- a. Creating differentiated Navi 201 to accommodate needs of opening a new school
  - b. Curriculum and Instruction team is working to codify materials for Navi 101/201 trainings and professional development that will take place over the course of the year
  - c. Add leadership development - Navigator's Chief Academic Officer and Director of Curriculum and Instruction are developing a series of professional development modules focusing on leadership development
5. Stakeholder engagement
- a. Reading Club still being held one Monday night a month to maintain a relationship with the parents and complete registration packets for new WPS families
  - b. 1st Year Lottery held April 13th at the YWCA - over 215 students were entered into the lottery. We currently are obtaining registration packets for 60 Kinders, 60

1st graders, and 55 2nd graders. Staff is conducting outreach to fill the remaining 5 spots and create a wait list in every grade.

- c. WPS website has been launched with ParentSquare and Facebook being used to share information

#### 6. Community activities

##### a. Community outreach

- i. PVUSD - attended board meeting 3/27 with Kevin thanking the board for their support of Prop 39 request
- ii. Will be meeting with Mintie White principal (elementary school across the street) to begin sharing best practices.
- iii. SCCOE - meeting with Dr. Faris Sabbah to start establishing a relationship with county leaders.

#### 7. Academics

- a. Draft Academic calendar up for board approval
- b. Working with Santa Cruz County Office of Education regarding ELD resources
- c. Student Services -
  - i. Upon receiving MOU from CDE, will apply to EDCOE SELPA
  - ii. After the lottery, Identify students with IEPs
- d. Summer bridge/orientation program outline has been created - [WPS Orientation Plan](#)