



July 22, 2010

## **Re: Planning for the 2010-11 school year**

Dear Day School Parent(s),

This is to update you on the very significant progress we have made in preparing for the coming school year. On behalf of the whole parish, the Rector, Wardens and Vestry, we have restated our firm commitment to this vital, outreach ministry to the community. At the core of this commitment will be an enriched curriculum - to better educate, inspire, nurture and enlighten the children in our care... consistent with best practices in the field and focused on broadening their understanding of themselves and the world around them. All of this will be in an enhanced framework of moral and character development to help each child become a more caring, more responsible young adult.

Specific actions to date include:

- The Vestry has delegated operational authority for the Day School to Dr. Sandra Loughran, who has assumed the title as acting principal. Dr. Loughran is highly qualified for the assignment, having served in this capacity several times.
- We have had group meetings for every grade. In addition, we have contacted each parent individually to assure them of our sincere efforts to strengthen our school, plan for the future and to listen to their concerns.
- We have had meetings with all full-time members of the faculty and they have indicated that they will be returning in September. Contracts were mailed and are in the process of being returned to the Day School Office.
- Next year's schedule has been reviewed and the times per subject will remain the same for next year; the days may change to accommodate the different teachers' schedules.
- The Part-time math and English teachers will not be returning in September. Full-time teachers will cover the Math and English curricula.
- We are in the process of meeting with all of the other part-time teachers to assess their roles in the Day School curriculum. You will be updated when that process is complete.

- Students have been accepted in the newly created Toddler Program for Tuesday/Thursday. Additional space is still available.
- We are currently reviewing several curricula enrichment options for the Middle School including the International Baccalaureate Program. We will be providing more information shortly.
- Dr. Loughran and Fr. Sellery met yesterday with Executive Director of the National Association of Episcopal Schools (NAES) in New York City to receive additional guidance on school governance and curriculum. We will be sharing the results of the meeting in our next update.
- The Day School Parents Advisory Council will be in place by the end of August and will represent a cross section of the Day School Parents and Parish members. The Reverend Dan Heischman, Executive Director of NAES, pledged to join us for our first meeting and review roles and responsibilities. This will insure an active voice for parents in the operations of the school.
- It is our intention to have a Principal in place by September. Dr. Loughran, together with a committee composed of parents and parish members will conduct a thorough evaluation of candidates. It is encouraging that we have already been contacted by a number of outstanding candidates, unsolicited.

We are very encouraged by our progress to date to ensure our school's future as a center of educational excellence. Beyond an upgrade of curricula and pedagogy, we are instituting significant improvements in school governance, human resources practices, budgeting, administration, planning and communications. During the course of our study of operations this past spring, it became evident that these changes were timely and absolutely necessary to ensure the school's successful future in service to the children of the community.

But change can be unsettling, even when it is clearly for the better. We appreciate your patience, understanding and support. We are confident that the very positive steps we are taking will greatly benefit our children and those who love and serve them.

We will keep you apprised of all developments. Please keep the school and our children in your prayers.

Sincerely yours in Christ's love,

The Rector, Wardens and Vestry