

East Fort Worth Montessori Academy Organizational Chart

School Board

- Adopts goals and priorities
- Monitors progress toward success
- Adopts policies for review and effectiveness
- Hire and evaluate superintendent
- Reviews and adopts school's budget
- Community Engagement & Advocacy
- Leads Lone Star Governance

Superintendent

- Instructional Leader
- Strategic Goals
- Climate & Culture
- School Growth
- Lone Star Governance Goals
- Campus Improvement Plan
- Partnerships
- Finance

Business Clerk & C.N.P Director

- Human Resources Clerk
- Building Facilities Manager
- Finance Clerk

Principal

- Effective School Framework
- Comprehensive Needs Assessments
- Instructional Leader
- Data Supervisor
- Community Involvement
- Climate & Culture

Registrar

- PEMS Submission
- Texas Records Exchange
- ECDS Submission
- Student Records
- Tuition Collection
- Gradebook
- School Schedule
- School Calendar

Vice Principal

- 3rd-5th Team Manager
- Testing Coordinator
- Data Manager
- Professional Development
- Math Coach
- Math Surveys
- Parent Engagement

Prek - 1st Team Manager

- Extra Curricular Coordinator
- Team/Parent Surveys
- Parent Partnerships & Engagement
- Montessori Professional Development
- Data, Analyze, Documents
- Student Events

E.S.L. Summer Coordinator

- Interventionist Coordinator
- Diversity Events Coordinator
- Parent Engagement
- Data Management
- Summer Manager

Literacy Coach

- ELAR Data Manager
- Asst Test Coordinator
- ELAR Professional Development
- ELAR Surveys
- 2nd & 3rd Grade Team Manager

Social Emotional Learning & Leadership Coordinator

- Student Wellbeing
- Parent Academies
- Schoolwide Professional Development
- Climate Culture
- Board Secretary
- Diversity Events coordinator

Child Nutritionist

- Parent Engagement
- Fundraising

Administration Clerk

- Admin. Request
- Checks & Balances for Cash Deposits
- Fundraiser Assist
- Website Contact
- Recruitment

Front Office Receptionist

- District Attendance Clerk
- Data Entry Clerk
- Shot Records
- Texas Records Exchange
- Calendar Website Updates
- Tuition Collection
- Principal's Secretary

Teachers, Support Staff,
T.A.'s, O.L.E.

Interventionists
RTI Coordinator
Parent Engagement
SPED Teacher
ESL Assistant