



**Executive Director's Report  
October 3, 2022**

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Date: October 3, 2022

To: L.E.A.P. Board of Directors  
From: Shelley Smith, Executive Director  
Re: Executive Director's Report

1. **Head Start:** Please refer to the Director's Report for program related updates.
2. **Career and Family Services:** Please refer to the Director's Report for program related updates.
3. **Program Director – Head Start/Early Head Start:** Please refer to the Director's Report for program related updates.
4. **Outreach and Fund Development:** The "LEAPing Lanes" Bowling Fundraiser will be held at Broadway Lanes in Fort Edward on Sunday, October 16, from 1p-4p. This event will be an open bowling event by registration at \$32 per person, and will include a basket raffle, costume contest (judged secretly by select staff), and prizes. All are welcome and encouraged to attend.
5. **Directors and Executive Leadership Team:** Our Executive Leadership Team enjoyed a full day retreat on Tuesday, September 13, at Wiawaka. We spent the day reviewing the Community Needs Assessment. We focused on the four key findings identified by the CNA, and discussed L.E.A.P.'s role in addressing those needs. We have 2 more work sessions scheduled during which we will continue this analysis and begin the process of strategic planning.
6. **Annual Retreat/Training:** A full day Board Retreat and Training Day has been scheduled for Monday, November 7, 2022. The retreat will be held at WorkSmart Coworking and Meeting Space on Glen Street in Glens Falls, from 9:00am – 4:30pm.

7. **Merit-Based Compensation Proposal:** I have provided the ad hoc committee with the materials regarding the merit-based compensation proposal. Deb Antonelli of Delark HR Solutions has agreed to meet with the ad hoc committee on Thursday, September 29, 2022 to answer questions and address concerns.
  
8. **NYSCAA:** I will be attending the Annual NYSCAA Conference in Rochester, September 28-30. Many of the sessions focus on culture development, employee engagement, and culture building. Our leadership team is working diligently to create an environment in which all staff know they are heard and valued, they feel supported, and their evolving needs are met. I look forward to sharing what I experience at the retreat with the remainder of the leadership team.