

Montgomery County Schools

Meeting Agenda

Group: Cabinet

Date/Time: 10/2/23- 9:00 a.m.

Place: Central Office

Facilitator/Leader: Dale Ellis

Attending: Central Support and Assigned Principals (Thanks to Jon LaChance and Dr. Amy Reynolds for representing principals)

Overall Purpose: *Montgomery County Schools will graduate life-ready, globally competitive students who are leaders in their community, who value diversity, and who are College and Career Ready.*

Agenda Item	SP/SG	Person Reporting	Time	Action(s) Taken	Assigned To	By When
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Celebrations	All	Dale	5 min	MCS received a stand-alone Gear-Up Grant for \$3.2M over the next 7 years!		
Superintendent Division						
<ul style="list-style-type: none"> • What do principals and CSS admin need to know and do? 	All	Dale	5 min			
<ul style="list-style-type: none"> • October BOE Agenda 	All	Dale	10 min	The BOE agenda is set.		
<ul style="list-style-type: none"> • October Principal Agenda 	All	Dale	10 min	Please send agenda items to Terri Absher or Wade Auman.		
<ul style="list-style-type: none"> • Administrative Services Update 	All	Jack	10 min	<p><i>Administrative Updates:</i></p> <ul style="list-style-type: none"> • School Counselors - Please upload your staff signatures from your Homeless and 504 staff training into their folders. • Hispanic Heritage Month - September 15 - October 15 • Sandy Hook - Student Training window for secondary schools closes on Friday, October 6, 2023 • Principals, please submit your SRO emails to Mrs. Shepherd and Mrs. Beasley today. • Today, Ms. Beasley and Mrs. Shepherd will begin logging teachers into Inforce 911. They will reach out to individual schools for scheduling. We understand that there may be accidental false alarms, and we will do our best to minimize those. We have notified the Sheriff's Department 		

				and the 911 center; however, they will conduct business as usual by sending law enforcement upon receipt of the alert.		
<p>Learning Division</p> <ul style="list-style-type: none"> • What do principals and CSS admin need to know and do? • Grant and Federal Program Updates • Secondary Update • Elementary Update • Curriculum Support Update • EC Update • Pre-K Update • Differentiation Update 	<p>All</p> <p>GCS</p> <p>GCS</p> <p>GCS</p> <p>GCS</p> <p>GCS</p> <p>GCS</p> <p>GCS</p>	<p>Wade</p> <p>Wade</p> <p>Takeda</p> <p>Terri</p> <p>Terri</p> <p>Clarkie</p> <p>Vance</p> <p>Jessica</p>	<p>5 min</p> <p>10 min</p> <p>10 min</p> <p>10 min</p> <p>10 min</p> <p>10 min</p> <p>10 min</p> <p>10 min</p>	<p><i>Learning Division Updates:</i></p> <p>Title 1 Documentation – As schools begin to hold various parent events and begin using Title 1 funds, make sure to collect artifacts to highlight the work you are performing. The Title 1 folders in Google have been shared with Principals, Assistant Principals, and Instructional Facilitators. If you do not have access to the folders or have any Title 1 questions, feel free to contact Wade Auman.</p> <p>MCC Partnership meeting - If anyone has any topics for discussion regarding our partnership with MCC, please send them to Wade Auman. There will be a partnership meeting on October 6th at 1:00 pm.</p> <p>Perkins Innovation and Modernization Grant – MCS, in partnership with MCC, is working on a PIM grant submission to modernize existing CTE offerings. October 13, 2023, is the due date for submission and we will be reaching out for data points. If contacted, please submit the request as soon as possible due to a quick turnaround timeline.</p> <p>NC Instructional Leadership Academy – We will be attending the Greensboro cohort of NCILA again this year. The 1st session for the 2023-24 school year will be tomorrow, October 3, 2023, at the Embassy Suites Conference Center at the Greensboro Airport location. If you are a participant and did not complete your registration, please contact Wade Auman.</p>		

			<p>Elementary After-School Programming – The Elementary School after-school programming has started. Please make sure you are keeping accurate daily attendance and tracking the payments made by families. Mr. Thomas will be contacting you for this information. Please refer to the after-school handbook for any questions. If anyone needs further information, please reach out to Vance Thomas or Wade Auman.</p> <p>School Improvement Plans – SIPs need to be completed by October 20, 2023, for review by the Learning Team. Feedback will be provided as the plan is developed. SIPs will be submitted to the School Board for approval at the November 6, 2023, Board meeting. If any school would like Learning Team members to assist with the drafting of the SIP, please feel free to contact us.</p> <p><u>Training Opportunities:</u></p> <p>PTEC PD Offerings – If any staff members are interested in Professional Development, please look over the PTEC course offerings for 2023-24. If anyone is interested in attending, please communicate with your principal and then email Terri Absher to be signed up. Please use the link below to access the course offerings: PROFESSIONAL DEVELOPMENT ptec (ptecnet.org)</p> <p>Upcoming Dates:</p> <p>School Improvement Plans – SIPs are due to the Learning Team on October 20, 2023.</p> <p>NCILA – October 3, 2023, at the Embassy Suites Greensboro starting at 8:00 am</p>	
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Secondary Updates:

- **Drones-** Any teacher using Drones must meet FAA and DPI requirements for operation. Please contact the Central Office CTE Department for additional guidance if needed.
- **\$500 Stipend for Educators (STEM PD)**
<https://ncafterschool.org/stemintensives/>
- **10,000 & 1,800 Grants for Science Teachers-**
[https://my.reviewr.com/s2/site//2024 Shell Awards Application](https://my.reviewr.com/s2/site//2024_Shell_Awards_Application)
- **K-6 STEM Teachers Presidential Awards-** <https://paemst.nsf.gov/>
- **Virtual Middle School Math Sessions by DPI:** <https://bit.ly/Fall2023-MSMCS>
- **Virtual High School Math Sessions by DPI:** <http://bit.ly/HSMCPFall202>
- **Creating a Safe Space in Healthful Living,** October 17th, 3:30 - 5:00pm
 - This session will detail how to develop a safe space in both the physical structure and environment.
<https://events.teams.microsoft.com/event/435f7edf-f9f5-42dc-a63c-2ff75c06918f@849e9c61-f0bb-4d83-ba5f-4b5337664cf7>
- **Survey for New K-12 Art Standards-**
<https://ncdpi.az1.qualtrics.com/jfe/form/SVdbV42Zdrp6GHbQW>
- **Virtual Visual Arts Galleries**
 - International Education Week
11/15-18: ALL Art forms Student Showcase performances @ NCDPI on Tuesdays or Thursdays
 - December Performances 12/4-20:
ALL Art forms @ NCDPI on Tuesdays or Thursdays

- Arts In Our Schools Month 3/4-29:
ALL Art forms @ NCDPI on Tuesdays or Thursdays
- Arts in Education Week 9/8-14 @
NCDPI on Tuesdays or Thursdays
(Usually Marching Bands - Open to Other Ideas!)



Scan the QR code
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apply today!

Visit our
Submission
Guidelines [HERE](#)

Career & Technical Education

- **T&I Fall Conference Registration -**
[https://www.cognitofrms.com/NCACTE3/NC
ACTETIFallWorkshop2023](https://www.cognitofrms.com/NCACTE3/NCACTETIFallWorkshop2023)
- **CTE Teachers** –One on one rounding
meetings with CTE Staff for 15-20 minutes,
during planning period, before school or after
school. BOLO for a calendar invite sent via
email.
- National Consortium for Health Science
Education Webinars:
[https://healthscienceconsortium.org/wp-
content/uploads/2023/09/NCHSE-HSEA-Wed-
Webinar-Schedule-Fall-2023-9-8-23.pdf](https://healthscienceconsortium.org/wp-content/uploads/2023/09/NCHSE-HSEA-Wed-Webinar-Schedule-Fall-2023-9-8-23.pdf)
- **Meet Your Army Careers Day (Nov. 8th):**
[https://content.govdelivery.com/attachments/
NCSBE/2023/09/26/file_attachments/262685
3/MYAD%20Flyer%20-%202023.pdf](https://content.govdelivery.com/attachments/NCSBE/2023/09/26/file_attachments/2626853/MYAD%20Flyer%20-%202023.pdf)
- **Virtual CFNC Animal Science Career
Fair-** October 5th 3:30-5:00 pm Registration:

<https://www.cfnc.org/events/e2c-virtual-career-fair/>

- **Coding in Minecraft Curriculum** - FREE and highly engaging webinars!

Title	Dates/Times	Registration Link
October PD Option 1	Thursday, October 5 th Thursday, October 12 th Thursday, October 19 th 4 – 6 PM	https://forms.office.com/e/xJsvKgJR
October PD Option 2	Tuesday, October 17 th Tuesday, October 24 th Monday, October 30 th 4 – 6 PM	https://forms.office.com/e/2xHbWD
October Fast Track Option	Work sent out on October 6 th In person meeting on October 26 th	https://forms.office.com/e/VbRX4zt

Elementary/Curriculum Updates:

There will be an IF meeting on Thursday, October 5. Elementary will meet at 8:30 am, and secondary will join at 9:30 am.

Instructional Rounds will take place on Friday, October 6 @ 8:30 am at Page Street Elementary.

The second online learning session for K-5 teachers for LETRS will take place on Friday, October 20 from 12:30 pm– 3:30 pm. Erin Leach will meet with new teachers on the same date.

The 30-day deadline in NC ELI for kindergarten teachers is October 6, 2023.

EC Updates:

- **We should by this point have a copy of your schedule. If we do not, we will be reaching out to you this week.**
- ***Please remember:***

October 12

- EC Staff meeting @3:30 in CO Staff Dev. Room

October 17

- Behavior Team meeting @3 in the CO Staff Dev. Room.

October 23-24

- State EC Conference in Greensboro @ Koury Convention Center

October 30

- Speech Team meeting @2:30 in CO Staff Dev. Room
- *[Self-paced PD courses](#) available through NCEES if you are in need of CEUs for license renewal.*
- *All certified folks involved in making decisions related to Autism need to complete the state required online modules. Please feel free to share the information and links to modules with your admin, counselors, and IFs. Don't forget to send me your certificates once complete. The SLD modules were due 9/29/23.*
- *[Directions](#) for printing your NCEES certificates.*
- *If you believe a student needs mark in book testing, please be sure to check with our office prior to writing that into the IEP. The state will only allow a few around the whole state. Everyone needs to be online that can be. We appreciate your attention to this.*
- *Everyone who signed up with me that you would like to attend the EC Conference in Greensboro has been registered and paid for. You should have received an email from me letting you know I was*

signing you up. If you are planning to spend the night, please let me know so that I can pre-authorize your re-imbusement, or it will not be honored. We will reimburse for travel if you submit your travel request.

- [NCDPI OEC Calendar of Events in List View](#)
- [EC Resource Hub for MCS](#)
- [NC Behavior Support site](#)

Pre-K Updates:

School Health Advisory Council Meeting at 12:00pm (virtual) on October 4, 2023

All PreK classes will travel to Biscoe Park for a Fall Fun Day on Thursday, October 5, 2023.

PreK Virtual Check-in on October 6, 2023, at 1:00pm.

Differentiation Updates:

MTSS

- Literacy, Math, Attendance and Behavior core plans are due in ECATS by **October 20th**. I will provide feedback to school MTSS teams after completion.
- Instructional Facilitators have received data protocols to use during these meetings and will be kept and updated throughout the year.
- *As a reminder, EC students should receive intervention if needed. EC services are an extra layer of support, not a replacement.*

AIG

- CogAT Testing Platform is now Riverside Elevate.

Students will be testing through Clever. Training for Instructional Facilitators on the new platform will take place on October 5th during the IF meeting.

- Governor’s School- Please begin the recruiting process so we can increase participation. Local deadlines will be shared soon. [Family Information Overview Recruitment Flyer](#)
 - Eligibility Requirements for the 2023-2024 school year:
 - Students must meet **ONE** of the following.
 - *Cumulative unweighted GPA of 3.25 or higher*
 - *Cumulative weighted GPA of 3.5 or higher*
 - *Score of 4 or higher on an NC End of Course Assessment*
 - *Score of 3 or higher on an Advanced Placement Exam*
 - *Grade of B or higher in a Career College Promise course on the Comprehensive Articulation Agreement, or a University Course*
 - *Minimum composite score of 19 on the Pre-ACT/ACT or a minimum score of 1010 on the PSAT/SAT*
 - *Minimum score of 90th percentile on an aptitude assessment (composite of subtest)*

ESL

- Immigrant Headcount in Powerschool due Friday, October 6th
- Screening is complete! Kindergarten and any new enrollments have now been flagged EL in PowerSchool if placed. All LIEP Plans should be signed off in Ellevation by October 20th.

				<ul style="list-style-type: none"> • Parent letters of students who were screened are required to go home regardless of placement. Letters for each result are in Ellevation. • WIDA certification modules are now open. Modules have been updated and are ready. As a reminder, these certifications only last one school year and these must be completed prior to the ACCESS testing window. • Monthly PLC- October 17th @ 3:15 in Staff Development Room 		
<p>Operations Division</p> <ul style="list-style-type: none"> • What do principals and CSS admin need to know and do? • Auxiliary Services Update • Human Resources Update • Accountability Update 	<p>All</p> <p>21 Sys</p> <p>LGI</p> <p>21CP</p>	<p>Matthew</p> <p>Matthew</p> <p>Emily</p> <p>Amanda</p>	<p>10 min</p> <p>10 min</p> <p>10 min</p> <p>10 min</p>	<p><i>Operations Updates:</i></p> <p>October 14th, Wrestling event at Candor Elementary</p> <p>November 25th is Christmas with the Embers at MCHS.</p> <p>Maintenance has fire ant killer in stock, please make sure custodians are applying fire ant killer weekly, per product policy.</p> <p><i>HR Updates:</i></p> <ul style="list-style-type: none"> • Make sure the first round of UFactor videos, video on The Code of Ethics, and the Concussion PowerPoint have been watched. Please send in your sign-off sheet for the ethics video and concussion PowerPoint to Tasha – I will send a reminder email to principals this week if I am missing sign-off sheets. • September 26th was the 30 Days of School Immunization Deadline – Please work with your school nurse to make sure those students on the list are not at school and also continue to work with the family to get needed immunizations 		

				<ul style="list-style-type: none">• Flu Shots – The Health Center staff will be giving employees flu vaccines starting the first week of October. Please see the schedule below to find the date for your school/building. See the email from Susanna for the employee consent form and vaccine information sheet. Each employee who would like to receive the vaccine will need to complete the form and give it to the health center staff when they arrive to give the vaccine.<ul style="list-style-type: none">○ Tuesday, October 3rd: Star Elementary - 9 AM, West Middle - 9 AM, Montgomery Central/CTE - 9 AM○ Wednesday, October 4th: Montgomery Learning Academy - 9 AM <i>Troy Elementary after finishing at Montgomery Learning Academy Page Street Elementary after finishing at Troy Elementary Green Ridge Elementary - 9 AM</i> Montgomery County Early College - 9 AM○ Thursday, October 5th: East Middle- 9 AM <i>Candor Elementary after finishing at East Middle Mount Gilead Elementary - 9 AM</i>○ Friday, October 6th: Central Office - 9 AM to 10:30 AM• Principals, please continue to ensure that HR is in the loop with employees who are not following through on their commitments of driving buses when needed. If we have refusals of emergency bus routes, HR needs to be aware.• Attached is the information from the principals’ meeting concerning PDPs, observations, and super observations. NCEES Information<ul style="list-style-type: none">○ I will send an updated spreadsheet with missing PDPs to principals today.○ Click here for the complete observation timeline: Observation Timeline		
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				<ul style="list-style-type: none">• COVID reminders - Please remember that we now encourage employees to follow the CDC guidelines and/or doctor recommendations if staff or students test positive. We no longer track or follow cases. Also, Covid leave is no longer offered. If an employee is out due to COVID, they will use sick leave while out from work.• Sign-on bonus and bonus for new EC, Science, and Math teachers – Cut off is September 30th. Contracts will be distributed to principals on 10/2 and they will distribute to employees on 10/2 and 10/3. Principals, please bring signed contracts to the Principals’ Meeting on Wednesday. Bonus will be paid in October.• ESS updates: Please be sure to report any issues with ESS to Ms. Shaw. Especially if you have trouble with one of the subs and request that they not return to your building. Also, if you notice an uptick in unfilled positions, please let Ms. Shaw know.• K-3 Class size: Even though we are now in compliance, please know that we are still EXTREMELY close to the maximum number of students across the district in K-3. Please be understanding if additional shifts within your building have to be made to stay in compliance.• National Boards: The state did not provide recurring funds to assist with submission costs.• Homegrown Updates<ul style="list-style-type: none">○ Keep pushing Homegrown teachers – See the information attached Homegrown○ Homegrown instructors - If you have a		
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homegrown instructor in your building, please let me know so they can get paid at the end of the semester.

- Homegrown Apprenticeship - We still have room for one more apprentice! If you know someone who would be interested in this opportunity, please let me know.

- Custody Agreements: Please make sure you are aware of any custody agreements. Please read them, make notes, inform teachers, and let me know if you have any questions.

Title IX Updates

- **Makeup training Oct. 4th at 3:15**
- Please continue to report all incidents to Mrs. Shaw

Upcoming Dates

- Click here for the complete observation timeline: [Observation Timeline](#)
- September 27th - Mentor Logs due to Jordan Wilson
- October 5th - Calendar Meeting 3:30 Staff Development Room Central Office
- October 13th- Comprehensive Observations #1 due
- October 15th- NCEES 1st Round Observations Complete
- October 20th, Appalachian State University Education Fair
- November 2nd - Calendar Meeting 3:30 Staff Development Room Central Office
- December 7th - Calendar Meeting 3:30 Staff Development Room Central Office

				<p><i>Accountability Updates:</i></p> <ul style="list-style-type: none"> • Please send invoices for Fees with interims and first report cards. Reach out to AJ Whitesell for assistance on printing invoices. <p><i>Data Managers Updates:</i></p> <ul style="list-style-type: none"> • K-5 Class Size Document <ul style="list-style-type: none"> ◦ Please continue to update the class size document as requested. Thank you for your help in this and your immediate response to requests to fill in the document. Remember this year’s class size caps for the school level are as follows: K-21, 1st-19, 2nd-20, 3rd-20. ◦ If you enroll or withdraw a student in K-2, please email Amanda Deaton and let her know. • Next Meeting <ul style="list-style-type: none"> ◦ October 10, 2023, at 8:30 in the Staff Development Room at Central Office <p><i>Testing Updates:</i></p> <ul style="list-style-type: none"> • 2023-2024 MCS Testing Calendar • MCS District Testing Plan 		
<p>Process Management</p> <ul style="list-style-type: none"> • Media Minute • Other process issues? 	<p>LGI</p> <p>All</p>	<p>Susanna</p> <p>Dale</p>	<p>5 min</p> <p>5 min</p>	<p><i>Marketing Updates:</i></p> <ul style="list-style-type: none"> • Hispanic Heritage Month - September 15th - October 15th; if you have any events planned for the month, please let us know so we can attend. • Homecoming Week - Sean and I will be making 		

				<p>rounds taking pictures.</p> <ul style="list-style-type: none"> • Please send Susanna your Classified Staff Advisory Representative by next Monday, Oct 9. The first Certified and Classified Advisory Meetings are October 25th. • Video Content – social media, If you are aware of anything exciting happening in your building, please let Susanna or Sean know. • School Connections content to Sean Maness • Principals, please share the following link with your staff. <ul style="list-style-type: none"> ◦ Teacher ImmuneBoosterAd • Tree of Hope will be accepting applications from 2:00 pm to 6:00 pm on the following dates. <p>Wednesday, October 4, 2023 – Mt. Gilead Elementary</p> <p>Thursday, October 5, 2023 – Candor Elementary</p> <p>Monday, October 9, 2023 – Star Elementary</p> <p>Thursday, October 12, 2023 – Green Ridge Elementary</p> 		
<p>Budget & Resources</p> <ul style="list-style-type: none"> • Budget Update 	21 Sys	Mitch	5 min	<p><i>Budget Updates:</i></p> <p>Please remember to sign up again for Health Insurance.</p>		

Next Steps:

SP/SG – strategic priority and strategic goal

Distribution: Central support administrators, building administrators, and web page.