

Montgomery County Schools

Meeting Agenda

Group: Cabinet

Date/Time: 4/3/23- 9:00 a.m.

Place: Central Office

Facilitator/Leader: Dale Ellis

Attending: Central Support and Assigned Principals (Thanks to Janet Deaton and Anne McLean 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	8 children enrolled in MCS on Thursday MCHS is having Spring Spirit Week this week		
Superintendent Division						
• What do principals and CSS admin need to know and do?	All	Dale	5 min			
• April BOE Agenda	All	Dale	10 min	Agenda is set for April BOE Meeting.		
• April Principal Meeting Agenda	All	Dale	10 min	Please send agenda items to Terri Absher or Wade Auman		
• Budget Update	All	Dale	10 min	We did the budget from the house, between 6-7% for staff and 10% for teachers.		
• Administrative Services Update	All	Jack	10 min	<i>Administrative Services Updates:</i>		
• Auxiliary Services Update	All	Matthew	10 min	<ul style="list-style-type: none"> • April Awareness: April Awareness • Mental Health Support Staff Meeting: Tuesday, April 4, 2023 @ 11:00 am. • TAG Meeting: Wednesday, April 6, 2023 @ 3:30 pm. • <u>Upcoming Events:</u> <ul style="list-style-type: none"> ○ http://troy.nc.us/Calendar.aspx?EID=645 ○ https://www.eventbrite.com/e/star-scamenger-hunt-for-couples-show-love-date-night-tickets-542875684787?utm-campaign=social&utm-content=attendeeshare&utm-medium=discovery&utm-term=listing&utm-source=cp&aff=escb ○ https://www.eventbrite.com/e/easter-brunch-at-pinehurst-tickets- 		

				574551227187?utm-campaign=social&utm-content=attendeeshare&utm-medium=discovery&utm-term=listing&utm-source=cp&aff=escb		
				<p><i>Auxiliary Services Updates:</i></p> <p>No updates at this time.</p>		
<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>Emily</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>Free and Reduced Lunch – Remember Title 1 funds and grant eligibility are tied to the district free and reduced lunch percentage. MCS is currently at 79.46%. Make sure all newly enrolled students receive a form and encourage all students to submit a completed form to the school.</p> <p>NC ILA Prep Meeting – There will be a preparatory meeting for the upcoming NC ILA session #4 that Wade Auman will be attending. If any participant has suggestions for improvement for the upcoming meeting, please share them. Please email suggestions by April 5th.</p> <p>STEM Teacher meeting – There is a STEM meeting tomorrow morning with the Elementary STEM classes. If anyone has any topics of discussion, please email them to Wade Auman today.</p> <p>MCC Check-In Meeting – There is a check in meeting with MCC staff to strengthen our partnership. If anyone has any topics/concerns, please email them to Wade Auman by Wednesday afternoon.</p> <p>EVAAS Preview Phase – The EVAAS Roster Verification Preview Phase begins this week and will run until April</p>		

			<p>19, 2023. This is a time for teachers to become familiar with the system to complete the roster verification process beginning on April 20, 2023. Additional resources to support the process will be shared soon.</p> <p>Innovative Approaches to Literacy Grant – MCS will be applying for a new IAL grant and would like feedback on previous successes and failures of the last IAL grant we received. If anyone has information/activities we should include or revise based on the previous grant, please send them to Terri Absher or Wade Auman.</p> <p>School Climate Transformation Grant Student and Parent Surveys – Our grant partners have completed the surveys for students and parents to complete to submit for our grant goal compliance. We will post the links to the MCS website. This survey is for middle and high school students and parents. The survey window has been set for March 15th through April 6th. If anyone has questions, feel free to contact Dr. Jack Cagle or Wade Auman. Montgomery School Climate Parent Survey</p> <p>Montgomery School Climate Parent Survey Spanish Version Montgomery School Climate Student Survey Grades 6-12</p> <p>School Climate Transformation Grant Teacher Survey – As a component of grant compliance, teachers are required to take a shortened version of the NC Teacher Working Conditions survey. The survey window has been set for March 15th through April 6th. Please use the link below to complete the survey for meeting our grant goals: https://survey.alchemer.com/s3/6333622/NC-Teacher-Working-Conditions-Survey</p> <p>School Improvement Plans – The Learning Team will continue monitoring SIPs within Indistar. Please make sure you are posting 2 meeting agendas and minutes into the system each month. Each SIT meeting should focus on at</p>	
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			<p>least one indicator and discussion should be documented in the minutes.</p> <p>After-School Programming – MS and Elementary after-school programs need to complete attendance and submit on Fridays. Attendance needs to be accurately kept each day. If anyone has any questions, please contact Vance Thomas, Terri Absher, or Wade Auman.</p> <p><i>Training Opportunities:</i></p> <p>Asynchronous PD Offerings - For any NC PSU Staff who need CEU credits, DTL now has a database of all current asynchronous NCEES PD opportunities for staff. Find the PD that you need: NC PSU Staff Self-Paced PD Courses. You can access these courses by logging into the NCEES platform.</p> <p>Dates:</p> <p>SCTG Surveys – Parent, Teacher and Student surveys will be available for submission March 15th through April 6th</p> <p>EVAAS Roster Verification – Preview Phase – April 6, 2023 – April 19, 2023</p> <p>EVAAS Roster Verification – Teacher Verification Window – April 20, 2023 – May 20, 2023</p> <p>NC ILA Session #4 – April 21, 2023 at 8:00 am – Embassy Suites Greensboro Airport</p> <p><i>Secondary Updates:</i></p> <ul style="list-style-type: none"> • CWT Forms: Forms were shared with principals and central office staff on 8/19. Principals, please look over your forms and send any additions and deletions to Shaw ASAP. Every member of your 	
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leadership team should be completing 5 each week. (Please reference the email that was sent on 8/19 for additional information)

- Q4 walk throughs will begin 4/3
- I will have the Q4 form sent out by the end of the day on 4/3

- CCRG: [August Rollout](#) – NCDPI has moved forward with the CCRG rollout requiring that all Seniors that fall in the GPA range are offered the opportunity to participate in modules through Math IV and English IV.
 - Please make sure to post the parent letter to Canvas and FB
 - Please follow up with teachers to check progress and to see if there are any concerns
 - Teachers will follow the same process with Semester 2 students as they did with semester 1. We will begin after the first 10 days. **Email was sent to teachers to remind them of the process.**
 - For students in the first semester, teachers will email weekly to encourage continued participation.
- Economics and Personal Finance Training - If you have a teacher that needs to attend the training to teach this course next year, please sign up at the link below.
 - <https://www.nccee.org/events/>
- Diploma Seals: Please bring the number of seals needed to the Principal's Meeting on Wednesday. See the link for qualifications
 - <https://www.dpi.nc.gov/districts-schools/high-school-graduation-requirements/high-school-diploma-endorsements#overview-of-diploma-endorsements>

Title IX Updates

- I do monthly training for new hires. Please make sure to let them know of the training. Below are the dates. These will take place at the Central Office at 3:15. Principals– Please make sure that new staff know to attend a Title IX training
 - Apr 25, 2022

CTE Updates

- Please view the attached proof of learning and credential handout. I met with all high school teachers individually to make sure they knew their required POL and to make sure they are aware of the credentials available for students. We will talk more about this at the principals meeting
 - [Credentials](#)

Upcoming Dates/PD

- April 18-20 CTE Skills State Competition (Approx. 10 students attending)
- 4/22: Plant Sale at MCHS Greenhouse 9-1
- 4/27: Coffee, Careers, and Conversations at Starworks [Coffee, Careers, & Conversation](#)
- July 10-14 Camp Timberwolf
- MCS/MCC Summer Career Camps (July – schedule coming soon)

Elementary/Curriculum Support:

K-5 teachers should be working on LETRS Unit 4, Session 7 this week. All LETRS participants are reminded to continue working on the Bridge to Practice activities. The next Online Professional Learning session is scheduled for April 27, 2023, from 3:30 pm – 6:30 pm. If a teacher still

			<p>needs a make-up session for online professional learning, please contact Terri Absher.</p> <p>Star Heritage Essays are due to Terri Absher by 2:00 pm on Thursday, April 6. Please let her know if the essays need to be picked up.</p> <p>AVID Summer Institute participants received travel information and confirmations last Thursday. Please contact Terri Absher with any questions.</p> <p>Child Study Club will host Easter eggs hunts for the self-contained classes at Troy and Page Street Elementary Schools. The event at TES will begin at 10:00 am, and the event at PSES will begin at 12:45 pm.</p> <p>The North Carolina Center for the Advancement of Teaching has announced the opening of the 2022-2023 NCCAT Online 3rd Quarter courses. Registration is now open for these courses. These courses can be used for CEU credit. Please use the link below to access registration information: https://server8.orbund.com/einstein-freshair/scart/course_list_with_available_classes.jsp?id=81&freeze=null&campusType=4&levelId=-1&courseCategoryId=-1</p> <p>Professional development through PTEC can be found at www.ptecnet.org. Principals, please contact Terri Absher for assistance with registration.</p> <p><i>EC Updates:</i></p> <ul style="list-style-type: none">• April Headcount is in progress!• April is Autism Awareness Month• All IEPs have to be done that are due through September and all re-evals through October before the end of this school year.	
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- The first AT team meeting will be April 17th. (Vance Thomas, Brian Helms, Frances Morris, Dee Dee Terry, Clarkie Hussey) Please let Mrs. Hussey know if you are interested in being a part of the team.
- If any administrators are interested in participating in our April PD session on co-teaching, we will meet on April 19th & 20th from 3:30-5:00 in the CO PD room, the same content will be offered on both days, EC staff, please invite them and your gen. ed. teaching partners.
- Mark your calendars for Joy Prom, Saturday Maty 6th from 6-8pm @ MCHS Cafeteria - Candy Land theme
- [Links](#) for SLD state required course through NCEES (required for all certified EC staff)
- [Other method of EC support](#) - when you just need a refresher
- [IEP meeting parent feedback form](#)
- [Link to all ECATS Monday Messages from DPI](#)

Pre-K Updates:

Reminder-March attendance was due this past Friday.

School Health Advisory Council meeting (virtual) at 12:00pm on Wednesday, April 5, 2023.

PreK PLC (in person) at Wescare Center for Children at 3:15pm on Wednesday, April 5, 2023.

Please be sure you bring inside and secure your playground equipment/materials before we leave for Spring Break. We do not want things to go missing or get damaged in the weather.

				<p><i>Differentiation Updates:</i></p> <p><u>NC Gear Up (WMS, EMS, MCHS)</u></p> <ul style="list-style-type: none"> • Jessica Lowder will be contacting principals for any spring documentation or budget adjustments needed. <p><u>MTSS</u></p> <ul style="list-style-type: none"> • All progress monitoring data should be entered consistently into ECATS according to the intervention plan. • Jessica Lowder will be contacting IFs to set up the spring FAM-S sessions with school MTSS teams. The link to the FAM-S to give each member of your team can be found here. <p><u>AIG</u></p> <ul style="list-style-type: none"> • STEMlympics-April 28th @ MCEC 9:00 AM <p><u>ESL</u></p> <ul style="list-style-type: none"> • No updates at this time. 		
<p>Operations Division</p> <ul style="list-style-type: none"> • What do principals and CSS admin need to know and do? • Operations Update • Accountability Update 	<p>All</p> <p>21 CP</p> <p>LGI</p>	<p>Tracy</p> <p>Tracy</p> <p>Jessalyn</p>	<p>10 min</p> <p>10 min</p> <p>10 min</p>	<p><i>Operations Updates:</i></p> <ul style="list-style-type: none"> • April 1-Employee of the year nomination forms (Due May 31) • April 1-Administrators Contract recommendation notification • April 4-National Board Certification Meeting (MCEC 3:15) • April 6-Elon Recruitment • April 13-End of Year School Building Safety Inspection Forms Due • April 17-Re-Employment Recommendation Forms Due 		

- April 20-Safety Meeting (3:30 Central Office)
- April 25-NCSU Recruitment Fair
- April 26-Mentor Logs Due
- April 29-School Teacher Allotment Letters
- May 2 -Badge Program Central Office 4-5 pm
- May 6-Teacher Transfer Request Due Crystal Douglas
- May 7-Teachers with performance concerns-Summative and End of year PDP due (non-renewal staff)
- May 10-National School Nurse Day
- May 12-TOY Interviews
- May 15-TOY & Retirement Banquet (James Garner Center 5:30 pm)

Accountability Updates:

- None at this time.

Data Managers Updates

- K-5 Class Size Document
 - 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.
- New QRDs for PowerSchool
 - [PowerSchool EC Data Screen](#)
 - [PowerSchool Entering Detailed Incidents](#) (only use if correcting Educator's Handbook merges)
- Upcoming PowerSchool Reports
 - PMR7 due to Central Office by April 20, 2023
- Next Meeting
 - The data manager meeting will be April 18,

				<p>2023 at 8:30 in the Staff Development Room.</p> <p>Testing Updates</p> <ul style="list-style-type: none"> • 2022-2023 MCS Testing Calendar • 2022-2023 MCS Testing Chart • MCS District Testing Plan • To view and access Check-In score reports visit https://center.ncsu.edu/checkins/ • Spring Test Training Tomorrow, Tuesday April 4, 2023 <ul style="list-style-type: none"> ○ 8:30am in Staff Development for Grades K-8 ○ 3:30pm in Accountability Office for Grades 9-12 • Current and Upcoming School Testing Windows <ul style="list-style-type: none"> ○ NC Check-Ins 2.0 for Grades 4, 5, 7, & 8 Reading and Math March 27-April 6, 2023 ○ NC Check-Ins for Grade 3 & 6 Reading and Math and Grade 5 Life Science March 27-April 6, 2023 ○ NC Check-In #2 for MCEC Semester Based English II April 3-6, 2023 		
<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>Media Minute:</p> <ul style="list-style-type: none"> • THANK YOU to everyone and every school for sharing on social media the great time we have in MCS! We had some great engagement last week. Everyone loves seeing the students enjoying their day/week! • Marketing initiative – video content. Principals will receive an email from Susanna/Sean prior to filming. • 5x5x5 Marketing Initiative – IS COMPLETE! 		

				<p>Thank you to everyone who shared and viewed!</p> <ul style="list-style-type: none"> • School Connections Content to Sean Maness. • Remember the dates on your schools marketing plan, please update them if needed. • If you need assistance uploading pictures to your school’s website, please upload the pictures into the shared google drive and let us know. • MCS Board members impressed with positive social media by the schools. • MC Partnership for Children – Touch-a-Truck event, Deaton-Monroe Park in Biscoe on April 22nd starting at 10am. • Coffee, Careers, and Conversations at Starworks on April 27th from 9am – 10:30am <p><i>Upcoming Dates: Marketing Committee Meeting – April 18th at 3:30pm on Google Meet. One representative from each school needs to attend.</i></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>No updates at this time.</p>		

Next Steps:

SP/SG – strategic priority and strategic goal

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