

Montgomery County Schools

Meeting Agenda

Group: Cabinet

Date/Time: 4/17/23- 9:00 a.m.

Place: Central Office

Facilitator/Leader: Dale Ellis

Attending: Central Support and Assigned Principals (Thanks to Amanda Deaton and Adam Matthews 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	CTE students will represent MCS at SkillsUSA this week		
Superintendent Division				<u>Administrative Services Update</u>		
<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"> • April Awareness: April Awareness • Equity Review Walk <ul style="list-style-type: none"> ○ Session #4- April 18, 2023 ○ Session #5- April 25, 2023 • Upcoming Events: <ul style="list-style-type: none"> ○ http://troy.nc.us/Calendar.aspx?EID=646 ○ https://www.eventbrite.com/e/smart-all-ruminant-educational-workshop-tickets-547799853107?utm_campaign=social&utm_content=attendeeshare&utm_medium=discovery&utm_term=listing&utm_source=cp&aff=escb 		
• May BOE Agenda	All	Dale	10 min			
• May Principal Meeting Agenda	All	Dale	10 min			
• Administrative Services Update	All	Jack	10 min			
• Auxiliary Services Update	All	Matthew	10 min			
				<u>Auxiliary Serves Update</u> No update		
Learning Division				<u>Grant and Federal Updates</u>		
<ul style="list-style-type: none"> • What do principals and CSS admin need to know and do? 	All	Wade	5 min	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.		
• Grant and Federal Program Updates	GCS	Wade	10 min	Digital Learning Coach Meeting – There is a DLC meeting on Wednesday this week at 1:00 pm. If anyone has any topics/concerns for discussion, please email them to Wade Auman prior to the meeting.		
• Secondary Update	GCS	Emily	10 min			
• Elementary Update	GCS	Terri	10 min	NC ILA Session #4 – Session #4 of the NCILA will be this Friday, April 21, 2023 at the Embassy Suites Conference Center in Greensboro. Participants should have already registered for the session.		

<ul style="list-style-type: none"> • Curriculum Support Update • EC Update • Pre-K Update • Differentiation Update 	<p>GCS</p> <p>GCS</p> <p>GCS</p> <p>GCS</p>	<p>Terri</p> <p>Clarkie</p> <p>Vance</p> <p>Jessica</p>	<p>10 min</p> <p>10 min</p> <p>10 min</p> <p>10 min</p>	<p>Programming will begin at 8:00 am.</p> <p>EVAAS Preview Phase – The EVAAS Roster Verification Preview Phase ends this week on April 19, 2023. The roster verification process will begin on April 20, 2023. Principals, make sure you have updated your teacher rosters in the system. If anyone needs any support through the process, please contact Wade Auman.</p> <p>Early Literacy Specialist Meeting – Terri Absher, Erin Leach and Wade Auman will be meeting about plans for the remainder of the year and planning for next year. If any Elementary Principal has ideas/topics to inform our discussion in relation to the ELS position, please email one of us by Wednesday, April 26, 2023.</p> <p>Innovative Approaches to Literacy Grant – MCS is applying for a new IAL grant and will be working on the data collection phase of the proposal this week. 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 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 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>Training Opportunities:</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>		
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EVAAS Roster Verification – Preview Phase – April 6, 2023 – April 19, 2023

EVAAS Roster Verification – Teacher Verification Window – April 20, 2023 – May 20, 2023

NC ILA Session #4 – April 21, 2023 at 8:00 am – Embassy Suites Greensboro Airport

Secondary

- 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 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
 - Q4 forms sent were sent out 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 let me know if you need additional seals. 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/CURR. AND SUPPORT

K-5 teachers should be working on LETRS Unit 4, Session 8 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 needs a make-up session for online professional learning, please contact Terri Absher.

There will be an IF meeting on Thursday, April 20. Elementary IFs will meet at 8:30 am, and secondary will join at 9:30 am.

The BOY testing window for mCLASS and iReady is May 8 – 26.

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

Professional development through PTEC can be found at www.ptecnet.org. Principals, please contact Terri Absher for assistance with registration.

EC UPDATE

April Headcount has been submitted.

- *April is Autism Awareness Month*
- *All IEPs have to be done that are due through September and all reevals through October before the end of this school year.*

			<ul style="list-style-type: none"> • <i>The first AT team meeting will be this afternoon at 3 in my office. (Vance Thomas, Brian Helms, Frances Morris, Dee Dee Terry, Clarkie Hussey) There is still time for others to be a part of the team, please let Mrs. Hussey know if you are interested.</i> • <i>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.</i> • <i>IDEA grant support webinar April 18th: grant opens May 1st</i> • <i>Mark your calendars for Joy Prom, Saturday May 6th from 6-8pm @ MCHS Cafeteria - Candy Land theme</i> • <i>Links for SLD state required course through NCEES (required for all certified EC staff)</i> • <i>Other method of EC support - when you just need a refresher</i> • <i>IEP meeting parent feedback form</i> • <i>Link to all ECATS Monday Messages from DPI</i> <p><u>PreK UPATE</u> Staff from the Partnership for Children in Cumberland County will be visiting the PreK classes/playground at Candor Elementary on April 18, 2023. Mr. Thomas will be with the visit.</p> <p>PreK Virtual Check-in with staff on April 21, 2023, at 1:00pm.</p> <p>PreK LETRS training on April 26, 2023 from 1-4:00pm. Be sure you have completed your assigned activities before this date.</p>	
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Differentiation Updates

NC Gear Up (WMS, EMS, MCHS)

- Jessica Lowder will be contacting principals for any spring documentation or budget adjustments needed.

MTSS

- Any changes to required parent letters should be updated in the student cumulative folder.
- Jessica Lowder will be contacting IF's 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](#).

ECATS Updates

- We are excited to announce that 22-23 data from Amplify, including DIBELS 8 data, are live in ECATS MTSS! These data inform the Literacy Early Warning Indicator in grades K-3 and are visible in the student profile and in intervention plans using DIBELS 8 as progress monitoring tools. Benchmark and progress monitoring data from the 22-23 school year are included. *The file ingested over the weekend displays data through the end of February. Moving forward, mCLASS data will update in the ECATS MTSS system weekly.* The data coming into the EWS are directly from Amplify and mirror the data in mCLASS. These data are not certified for accountability purposes.

AIG

- STEMLympics-April 28th @MCEC 9:00 AM
- Spring Headcount- April 30th

ESL

- ESL PLC- Tomorrow, April 18th beginning at 3:00 PM

<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><u>OPERATIONS UPDATE</u></p> <p>Final Retention Bonus information was delivered to your school. Please work to get the forms signed and back to the CO by April 6, 2023. Any outstanding forms need to be submitted ASAP.</p> <ul style="list-style-type: none"> • 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) • May 15 Non-renewal letters before May 15 • May 19 All BT support documentation from IF's due to Jordan Wilson • May 19 2nd semester teacher attendance • May 31 NCEES Comprehensive (4th observation), Standard (3rd Observation) • May 31 Teacher attendance recognition <p><u>Cabinet Notes for Accountability and Quality 4/17/23:</u></p> <p><i>Accountability Updates</i></p> <ul style="list-style-type: none"> • None at this time. <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 		
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				<p>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.</p> <ul style="list-style-type: none"> • New QRDs for PowerSchool <ul style="list-style-type: none"> ○ PowerSchool EC Data Screen ○ PowerSchool Entering Detailed Incidents (only use if correcting Educator's Handbook merges) • Upcoming PowerSchool Reports <ul style="list-style-type: none"> ○ PMR7 due to Central Office by April 20, 2023 • Next Meeting <ul style="list-style-type: none"> ○ The data manager meeting will be April 18, 2023 at 8:30 in the Staff Development Room. <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 School Level Sign-Ups <ul style="list-style-type: none"> ○ Click Here • EOG/EOC Test Administrator Training Course Requirements • EOG/EOC Test Administrator Training Course • Current and Upcoming School Testing Windows <ul style="list-style-type: none"> ○ NC Check-Ins #3 for Semester Based Biology: Evolution and Genetics May 2-5, 2023 ○ NC Check-Ins #3 for Semester Based Grade 8 Science: Life Science May 2-5, 2023 ○ Check-In #2 for Semester Based Math 1, Math 3, and English II: May 8-12, 2023 ○ Spring EOC Assessments for MECE: May 18-24, 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>	<ul style="list-style-type: none"> • THANK YOU! Each week there is more and more content posted on each school's social media platform! • Marketing initiative – video content. Principals will receive an email from Susanna/Sean prior to filming. • 5x5x5 Marketing Initiative – IS COMPLETE! • School Connections Content to Sean Maness. 		

				<ul style="list-style-type: none"> • Please update your school's marketing plan as needed. Email Susanna if you need support. • Uploading pictures to your school's website - please upload the pictures into the shared google drive, send us an email, and we will upload them for you. • MCS Board members are impressed with the positive social media presence of the schools. • MC Partnership for Children – Touch-a-Truck event, Deaton-Monroe Park in Biscoe on April 22nd starting at 10 am. • Coffee, Careers, and Conversations at Starworks on April 27th from 9 am – 10:30 am <p><i>Upcoming Dates: Marketing Committee Meeting – April 18th at 3:30 pm on Google Meet. One representative from each school needs to attend.</i></p>		
Budget & Resources <ul style="list-style-type: none"> • Budget Update 	21 Sys	Mitch	5 min	No update.		

Next Steps:

SP/SG – strategic priority and strategic goal

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