

Montgomery County Schools

Meeting Agenda

Group: Cabinet

Date/Time: 3/13/23- 9:00 a.m.

Place: Central Office

Facilitator/Leader: Dale Ellis

Attending: Central Support and Assigned Principals (Thanks to Enoc Robledo and Marvin Smith 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	WMS Open House for 4 th and 5 th graders tonight Parent/Teacher conference had a good turn out		
Superintendent Division						
• What do principals and CSS admin need to know and do?	All	Dale	5 min			
• April BOE Agenda	All	Dale	10 min	Please send agenda items to Cindy Davis		
• April Principal Meeting Agenda	All	Dale	10 min	Please send agenda items to Terri Absher or Wade Auman		
• Administrative Services Update	All	Jack	10 min	<i>Administrative Updates:</i>		
• Auxiliary Services Update	All	Matthew	10 min	<ul style="list-style-type: none"> • March Awareness: March Awareness Calendar • “Say Something” Week - March 13-17, 2023 • Check out our Virtual Calm Corner! • Teenage Dating Violence PD window is open Teen Dating Violence PD 2022-23.pptx <p>March 6 -March 24, 2023</p> <ul style="list-style-type: none"> • Equity Review Walk Session #2- March 13, 2023 <ul style="list-style-type: none"> ◦ Session #3- March 14, 2023 • GHW Counseling Workshop- Wednesday, March 15, 2023 • School Counselor Meeting- Thursday, March 16, 2023 @ 12:00. • PACK Session #5- Friday, March 17,2023 <p><u>Upcoming Events:</u></p> <ul style="list-style-type: none"> • https://www.eventbrite.com/e/shamrock-shenanigans-watl-tier-3-axe-tournament-tickets-524957992487?utm-campaign=social&utm-content=attendeeshare&utm- 		

				<p>medium=discovery&utm-term=listing&utm-source=cp&aff=escb</p> <ul style="list-style-type: none"> • https://www.eventbrite.com/e/town-creek-under-the-stars-equinox-edition-tickets-145549421237?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> <ul style="list-style-type: none"> • 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 79.39%. Make sure all newly enrolled students receive a form and encourage all students to submit a completed form to the school. • NC ILA – NC ILA participants should have received a registration email regarding the upcoming session #4. Session #4 will take place on April 21, 2023 at the Embassy Suites Airport starting at 8:00 am. If any participant did not receive this email, please contact Wade Auman. • ELISS After-School Grant Meeting – If anyone has any topics for discussion regarding the ELISS After-School program, please email them to Wade Auman. We will have a grant evaluation meeting on March 14, 2023. • School Climate Grant Meeting – We will be having 		

a SCTG meeting on March 16, 2023. If anyone has any topics for discussion, please contact Dr. Jack Cagle or Wade Auman.

- 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](#)

[Montgomery School Climate Parent Survey Spanish Version](#)

[Montgomery School Climate Student Survey Grades 6-12](#)

- 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>
- 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.

- 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.
- Training Opportunities:
- 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.
- Dates:
- SCTG Surveys – Parent, Teacher and Student surveys will be available for submission March 15th through April 6th
- Principals’ PLC – March 29, 2023 starting at 8:30 am – MCS Central Office Staff Development Room
- 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 Updates:

- 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)

- Q3 walk throughs will begin 1/30
- Q3 walk throughs will end on 3/24 – Please have all walkthroughs entered by 3/27 – I will share forms with principals on 3/28 to help prepare for coaching sessions

- 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.
- Registration: High School Counselors are working to meet with students to complete registration for the 23/24 school year. Mr. Watts and high school counselors are working with middle school students to register for 9th grade

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

- Mar 22, 2022
- 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

- 3/13: WMS Open House for 4th and 5th grade – Post cards will be mailed today and I will bring flyers around Wednesday to be sent home on Thursday with all 4th and 5th grade students. Also, please put in your weekly call outs for 4th and 5th grade parents!
- Week of 3/13: 4th grade tours start [Schedule](#)
- 3/20: EMS Open House for 4th and 5th grade — Post cards will be mailed today and I will bring flyers around Wednesday to be sent home on Thursday with all 4th and 5th grade students. Also, please put in your weekly call outs for 4th and 5th grade parents!
- 3/22: MCEC Lottery
- 3/27: CTE PLC - virtual
- 4/27: Careers and Coffee at Starworks [Coffee, Careers, & Conversation](#)
- July 10-14 Camp Timberwolf
- MCS/MCC Summer Career Camps (July – schedule coming soon)

Elementary/Curriculum Support Updates:

- K-5 teachers should be working on LETRS Unit 4, Session 4 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.
- PreK/Kindergarten registration events at scheduled at Mt. Gilead Elementary and Star Elementary on March 12 and at Green Ridge Elementary and Troy Elementary on March 16. All events run from 12:00 pm – 6:00 pm.
- There will not be an Instructional Facilitators' meeting on Thursday due to the Battle of the Books competition.
- 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 Updates:

- Federal Personnel Survey and the Combined Expenditure Report Mid-Year have both been submitted
- April Headcount information has been sent to teachers
- EC Staff Meeting coming up on Wed & Thurs from 3:00-5:00 - presented by Blazerworks
- We are still looking for a couple of teachers or TAs to become a part of an AT (Assistive Technology) Team for Montgomery County. First meeting will be April 17th.
- If you expressed interest in working Summer School this year, I have your info. and have shared it with your principals
- Mr. Auman sent another link for everyone through your principals, so if your principal asks for you to sign up again, please do.
- If you are interested in any of the PD sessions that are coming up from the state, please contact our office before registering for things with a fee if you expect reimbursement

Pre-K Updates:

PreK Virtual Check-in this Friday at 1:00pm.

Differentiation Updates:

NC Gear Up (WMS, EMS, MCHS)

- Spring survey window for parents is now closed.
- 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"> • Instructional Facilitators will be reviewing academic core plans in during upcoming PLCs. These should be completed by March 24th. • 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. • Counselors are completing attendance and behavior core plans in ecats with all grade levels. These plans should be finalized by March 17th. Feedback will be sent to school counselors and principals. <p><u>AIG</u></p> <ul style="list-style-type: none"> • Battle of the Books will take place this Thursday, March 16th @ MCHS Auditorium. Elementary teams need to arrive by 8:45 AM. <ul style="list-style-type: none"> ◦ Elementary Competition 9:00 AM ◦ Middle School Competition 12:30 PM • Math Olympics- March 24th @ MCEC • STEMlympics-April 28th @MCEC 9:00 AM <p><u>ESL</u></p> <ul style="list-style-type: none"> • ESL PLC- March 29th @ 3:00 in Staff Development Room 		
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<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 	All	Tracy	10 min	<p><i>Operations Updates:</i></p> <p>Update to nursing schedule:</p> <table border="1"> <thead> <tr> <th colspan="7">Nurse Schedule</th> </tr> <tr> <th colspan="7">2022-2023</th> </tr> <tr> <th>Nurse</th> <th>Phone #</th> <th>Monday</th> <th>Tuesday</th> <th>Wednesday</th> <th>Thursday</th> <th>Friday</th> </tr> </thead> <tbody> <tr> <td>Tina Luther</td> <td>910-220-0718</td> <td>GRES/Star</td> <td>Candor</td> <td>Green Ridge</td> <td>Star/Candor</td> <td>Office/GRES/CES</td> </tr> <tr> <td>Chambers</td> <td>910-220-0852</td> <td>MCHS</td> <td>WMS/EMS</td> <td>EMS/WMS</td> <td>MCHS</td> <td>Office/MCEC</td> </tr> <tr> <td>Amber Taylor</td> <td>910-220-0441</td> <td>PSES</td> <td>MG/Troy</td> <td>PSES</td> <td>MG/Troy</td> <td>Office/Troy/Page/MLA</td> </tr> </tbody> </table>	Nurse Schedule							2022-2023							Nurse	Phone #	Monday	Tuesday	Wednesday	Thursday	Friday	Tina Luther	910-220-0718	GRES/Star	Candor	Green Ridge	Star/Candor	Office/GRES/CES	Chambers	910-220-0852	MCHS	WMS/EMS	EMS/WMS	MCHS	Office/MCEC	Amber Taylor	910-220-0441	PSES	MG/Troy	PSES	MG/Troy	Office/Troy/Page/MLA		
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- March 13-AP Meeting
- March 13-UNCP Recruitment Fair
- **March 14- Intent forms due**
- March 14-National Board Certification Meeting (MCEC campus @ 3:15)
- March 15-ECU Recruitment Fair
- March 21-BT 1's Required Quarterly Meeting 3:30-4:30 (Central Office/Staff Development)
- March 29-WCU Recruitment Fair
- March 29-Mentor Logs Due
- March 31-ASU Recruitment Fair
- April 1-Employee of the year nomination forms (Due April 21)
- April 1-Administrators Contract recommendation notification
- April 4-AP Meeting (CO 3:15)
- April 4- National Board Certification Meeting (MCEC 3:15)
- April 6-Elon Recruitment

Accountability Updates:

- No updates this week.

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.
- Upcoming PowerSchool Reports
 - PMR due to central office March 14, 2023
- Next Meeting
 - The data manager meeting this week is cancelled. Be on the lookout for an email

				<p>for specific updates.</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/ • Test Training for Alternate Access Field Test will be Friday March 17, 2023 at 8:30 in the Accountability Office • Current and Upcoming School Testing Windows <ul style="list-style-type: none"> ○ Alternate ACCESS Field Test for ELs February 14, 2023-April 17, 2023 ○ ACT Online for MCHS and MLA runs March 7-9 and March 14-16, 2023. MCEC ACT will be March 21-23, 28-30, 2023. Extend I 11 and CCRAA Grade 11 also happen during this window. ○ NC Check In #2 for 8th Grade Science: Earth Science March 13-17, 2023 ○ NC Check In #1 for Semester Based Math 1, Math 3, English II March 13-17, 2023 ○ NC Check In #2 for Semester Biology Structure and Function March 13-17, 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>Marketing Updates:</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. <p><i>Upcoming Dates: Marketing Committee Meeting – April 18th at 3:30pm in Boardroom at Central Office. 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.