

Montgomery County Schools

Meeting Agenda

Group: Cabinet

Date/Time: 3/20/23- 9:00 a.m.

Place: Central Office

Facilitator/Leader: Dale Ellis

Attending: Central Support and Assigned Principals (Thanks to Dr. Erin West 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
-------------	-------	------------------	------	-----------------	-------------	---------

<p>Celebrations</p>	<p>All</p>	<p>Dale</p>	<p>5 min</p>	<p>ACCESS testing is finished.</p> <p>GRES had successful PreK/kindergarten registration event.</p> <p>Good Open House event for 4th and 5th grade students last Monday. EMS event is tonight.</p> <p>Great tour/visit with County Commissioners. Culinary class provided lunch.</p> <p>Battle of the Books went well.</p>		
<p>Superintendent Division</p> <ul style="list-style-type: none"> • What do principals and CSS admin need to know and do? • March BOE Agenda • March Principal Meeting Agenda • Administrative Services Update 	<p>All</p> <p>All</p> <p>All</p> <p>All</p>	<p>Dale</p> <p>Dale</p> <p>Dale</p> <p>Jack</p>	<p>5 min</p> <p>10 min</p> <p>10 min</p> <p>10 min</p>	<p>Budget presentation to Montgomery County Commissioners has taken place. First priority is \$300,000 to fix salary compression issue. Second is \$300,000 to adjust for inflation. Third is \$500,000 for \$1,000 retention bonuses in the future. Governor Cooper released his budget. The General Assembly also released their numbers, a 6.5% increase in year one and a 3.75% increase in year two of the biennium. There should be salary increases for all employees. Amounts TBD.</p> <p>Provide items to Cindy Davis.</p> <p>Provide items to Terri Absher and Wade Auman.</p> <p><u>Administrative Services</u></p> <ul style="list-style-type: none"> • March Awareness: March Awareness Calendar • Teenage Dating Violence PD window is open Teen Dating Violence PD 2022-23.pptx • HDLife Opioid and Vaping Presentation - Wednesday morning Mar 22, 2023 at 		

<ul style="list-style-type: none"> Auxiliary Services Update 	All	Matthew	10 min	<p>MCHS (2 Sessions).</p> <ul style="list-style-type: none"> Upcoming Events: <ul style="list-style-type: none"> https://www.eventbrite.com/e/women-in-business-showcase-tickets-383140693127?utm-campaign=social&utm-content=attendeeshare&utm-medium=discovery&utm-term=listing&utm-source=cp&aff=escb https://www.eventbrite.com/e/baby-goat-playdate-45-minutes-in-the-goat-pasture-nursery-tickets-567064925457?utm-campaign=social&utm-content=attendeeshare&utm-medium=discovery&utm-term=listing&utm-source=cp&aff=escb <p>Auxiliary Services Three school lockdowns scheduled this week. Will complete remaining lockdowns prior to spring break.</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 	All	Wade	5 min	<p>Grant and Federal Program Updates</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 79.39%. 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 – 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.</p> <p>Digital Learning Coach Meeting – There will be a DLC meeting tomorrow afternoon. If anyone has any topics/concerns for discussion, please email them to Wade Auman.</p>		
GCS	Wade					

Principals' PLC – The first Principal PLC will be on March 29th at the Central Office Staff Development room. Principals, please use the shared document to post any topics you would like to discuss. The link is located in the calendar invite. If you have any questions, feel free to reach out to a member of the Learning Team.

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.

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>

EVAAS – The EVAAS roster verification process will begin soon. The preview period begins on April 6th and last through April 19th. The Teacher level verification process begins on April 20th and will run through May 20th. Supporting documentation and tracking documents will be shared with Principals at the April Principals' Meeting.

School Improvement Plans – The Learning Team will continue

<ul style="list-style-type: none"> Secondary Update 	GCS	Emily	10 min	<p>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> <p>Principals’ PLC – March 29, 2023 starting at 8:30 am – MCS Central Office Staff Development Room</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>Secondary</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 leadership team should be completing 5 each week. (Please reference the email that was sent on 8/19 for additional information) <ul style="list-style-type: none"> 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

				<p>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</p> <ul style="list-style-type: none"> ○ Credentials <p>Upcoming Dates/PD</p> <ul style="list-style-type: none"> • 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) 	
<ul style="list-style-type: none"> • Elementary Update 	GCS	Terri	10 min	<p><u>ELEMENTARY/CURR. AND SUPPORT</u></p>	
<ul style="list-style-type: none"> • Curriculum Support Update 	GCS	Terri	10 min 10 min	<p>K-5 teachers should be working on LETRS Unit 4, Session 5 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.</p> <p>After the in-person PreK/kindergarten registration events, the district has 162 students registered for kindergarten for the 2023-2024 school year. Currently, the district as 239 kindergarten students. We are continuing to flood social media and make callouts to remind parents/guardians to register students at each elementary school. Vance Thomas and Terri Absher will hold a registration event at the central office on Thursday, March 30 from 3:00 pm –</p>	

<ul style="list-style-type: none"> • EC Update 	GCS	Clarkie	10 min	<p>7:00 pm.</p> <p>Instructional Rounds will take place at Star Elementary on Wednesday, March 22 at 9:30 am.</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:</p> <p>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><u>EC Update</u></p> <ul style="list-style-type: none"> • <i>April Headcount information has been sent to teachers</i> • <i>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.</i> • <i>I will be meeting with each principal to discuss your EC needs for the upcoming year.</i> • Speech and Transition Team Meetings on 3/27/23 • Behavior Support Team Meeting on 3/28/23 • <i>If you are interested in any of the PD sessions that are coming up from the state, please contact our</i> 		
---	-----	---------	--------	---	--	--

<ul style="list-style-type: none"> • Pre-K Update 	GCS	Vance	10 min	<p><i>office before registering for things with a fee if you expect reimbursement</i></p> <ul style="list-style-type: none"> • Links for SLD state required course through NCEES (required for all certified EC staff) - Not required of admin. but you may be interested (takes about an hour to complete) <p><u>PreK Update</u> PreK Registration went very well. Thank you to all that have supported us in the process. We are still accepting applications.</p> <p>Application numbers as of last week- Candor-33, Green Ridge-30, Mt. Gilead-7, Kountry Kids-7, Star-32, Troy-43, Wescare-9</p> <p>This does not include families that did not come to a registration event.</p>		
<ul style="list-style-type: none"> • Differentiation Update 	GCS	Jessica	10 min	<p style="text-align: center;">Differentiation Updates</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"> • School nurses have been added into ECATS with access to update hearing and vision screening results. Some results may still be provided on paper as this is a gradual transition process to prepare for next year. • In ECATS, <i>plan review</i> must be completed on each individual student in order to complete a cycle. • Academic Core plans should be reviewed my March 24th. • 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 		

				<p>sent to school counselors and principals.</p> <ul style="list-style-type: none"> 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. <p><u>AIG</u></p> <ul style="list-style-type: none"> Math Olympics will take place this Friday, March 24th beginning at 9:00 AM. School teams will enter by the front doors and need to arrive by 8:45 AM. 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 		
<p>Operations Division</p> <ul style="list-style-type: none"> What do principals and CSS admin need to know and do? Operations Update 	<p>All</p> <p>21 CP</p>	<p>Tracy</p> <p>Tracy</p>	<p>10 min</p> <p>10 min</p>	<p><u>Cabinet Notes for Accountability and Quality 3/20/23:</u></p> <p>Some of our classified employees are getting too much comp time. Please work with your bookkeepers to ensure some of this time is worked down.</p> <p>We are seeing some progress on Observations, but some schools are still behind. Please work to get caught up and reach out if you need help.</p> <p>Recruitment fair response: Only six math teachers are scheduled to graduate this year from ECU, and the urgency to hire one of those six was felt across the room. We must act quickly to fill any of our vacancies. When we send you resumes, contact them immediately and try to schedule a virtual meeting or invite them to visit. We have some early contracts to spare for suitable candidates.</p> <ul style="list-style-type: none"> 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 		

<ul style="list-style-type: none"> Accountability Update 	LGI	Jessalyn	10 min	<p>forms (Due April 21)</p> <ul style="list-style-type: none"> 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) <p>Accountability Updates</p> <ul style="list-style-type: none"> I will be at the Regional Accountability Coordinators meeting Thursday March 23, 2023. Email or call my cell if you need anything that day, or reach out to AJ Whitesell. <p>Data Managers Updates</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. Upcoming PowerSchool Reports <ul style="list-style-type: none"> None at this time. 		
---	-----	----------	--------	--	--	--

				<ul style="list-style-type: none"> 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/ Current and Upcoming School Testing Windows <ul style="list-style-type: none"> Alternate ACCESS Field Test for ELs February 14, 2023-April 17, 2023 MCEC ACT will be March 21-23, 28-30, 2023. Extend I 11 and CCRAA Grade 11 also happen during this window. 		
<p>Process Management</p> <ul style="list-style-type: none"> Media Minute Other process issues? 	LGI	Susanna	5 min	<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! Thank you to everyone who shared and viewed! 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>MCS Board members impressed with positive social media</p>		

				by the schools. GRES is sponsoring the first Giant Run event on Saturday, April 1. Working to build community in Biscoe.		
Budget & Resources						
<ul style="list-style-type: none"> Budget Update 	21 Sys	Mitch		No budget update.		

Next Steps:

SP/SG – strategic priority and strategic goal

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