

Montgomery County Schools

Meeting Agenda

Group: Cabinet

Date/Time: 3/6/23- 9:00 a.m.

Place: Central Office

Facilitator/Leader: Dale Ellis

Attending: Central Support and Assigned Principals (Thanks to Jon LaChance 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	<p>Candor Pre-K and Kindergarten Registration had a great turnout.</p> <p>4th grade tours at EMS and WMS were phenomenal, thank you to everyone who made it successful.</p>		
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"> • March BOE Agenda 	All	Dale	10 min	Agenda is set for March BOE Meeting. Please send April agenda items to Cindy Davis.		
<ul style="list-style-type: none"> • March Principal Meeting 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	<i>Administrative Services Updates:</i>		
<ul style="list-style-type: none"> • Auxiliary Services Update 	All	Matthew	10 min	<ul style="list-style-type: none"> • March Awareness: March Awareness Calendar • Mental Health Support Staff Meeting- March 6, 2023 @ 10:00 • Teaching in Color - Face-to- Face- March 7, 2023 - MCHS PLC Room @ 3:30 pm • TAG will be March 8, 2023 @ 3:30 pm. - CTE Building • Teenage Dating Violence PD window opens today 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 • <u>Upcoming Events:</u> <ul style="list-style-type: none"> ○ https://www.eventbrite.com/e/wood-burning-workshop-march-2023-tickets- 		

				<p>542088410027?utm-campaign=social&utm-content=attendeeshare&utm-medium=discovery&utm-term=listing&utm-source=cp&aff=escb</p> <ul style="list-style-type: none"> o 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 Updates:</p> <p>Please complete you spring lockdown drill. If you have not, please contact Matthew Woodard.</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 	<p>All</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>5 min</p> <p>10 min</p> <p>10 min</p> <p>10 min</p> <p>10 min</p> <p>10 min</p>	<p>Learning Division 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 79.46%. Make sure all newly enrolled students receive a form and encourage all students to submit a completed form to the school.</p> <p>MCC Check-In meeting – The MCC check-in meeting was postponed until Tuesday March 7th. If anyone has any topics for discussion to strengthen our partnership, please email them to Wade Auman by lunchtime Tuesday, March 7th.</p> <p>Principals’ Meeting – We will hold the March Principals’ Meeting on March 8th in the MCHS Media Center starting at 8:30 am. If anyone has questions, feel free to contact</p>		

<ul style="list-style-type: none"> • Pre-K Update 	GCS	Vance	10 min	Terri Absher or Wade Auman.		
<ul style="list-style-type: none"> • Differentiation Update 	GCS	Jessica	10 min	<p>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.</p> <p>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.</p> <p>School Climate Transformation Grant Student and Parent Surveys – Our grant partners are finalizing the surveys for students and parents to complete to submit for our grant goal compliance. We will make the links available as soon as we get them. This survey is for middle and high school students and parents. The window has been set for March 15th through April 6th. If anyone has questions, feel free to contact Dr. Jack Cagle 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</p>		

			<p>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>March Principals' Meeting – March 8, 2023 at 8:30 am. MCHS Media Center</p> <p>SCTG Surveys – Parent 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><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 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.	
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- 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
- 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 3 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.
- Instructional Rounds are scheduled at West Middle School on March 7 at 9:30 am.
- The Children’s Theatre of Charlotte will present A

Sick Day for Amos McGee on Thursday, March 8 at 10:00 am for all K-2 students at the MCHS auditorium.

- Elementary principals will participate in LETRS Principal’s Primer Online Professional Learning on Friday, March 10 from 8:30 am – 3:30 pm. The link was emailed this morning.
- 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.
- 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:

- Our department is beginning work on our April HeadCount. Required information has been sent to teachers.
- Our department is also working on the Federal

- Personnel Survey, due at the end of the month.
- Our mid-year Combined Expenditure Report has been submitted to the state for review.
 - If you have a team of 2 (one EC & one gen. ed.) teachers who are currently co-teaching and would like to volunteer for an opportunity to get some feedback on how well they work together through a survey, let me know. We have the opportunity for 2 teams, a total of 4 teachers to complete this for free.
 - If you would be interested in becoming a part of an AT (Assistive Technology) Team for Montgomery County, please let me know. I would like to get a team together that could help compile a list of software/equipment that we are already using or have available to us as well as work on developing a list of things that may be needed for our district. Myself, Dee Dee, Vance Thomas, and Brian Helms will be a part of this team. We would like to have some teachers willing to join.
 - Summer School Interest
 - If you are interested in working in Summer School this year, please let me know using [this form](#).
 - June 12th-June 29th (3 weeks/12 days)
 - 7:30-3:00 for teachers
 - same pay as last year - \$22 an hour certified / \$15 an hour non-certified
 - Invite Dee Dee or I to any IEP meeting that you feel needs some extra input
 - Save my cell number in your phones.....910-783-5380
 - Please be sure to keep our [Modified Day](#) student list up to date, so we know if someone is being added or coming off
 - Please be sure to keep our [Homebound](#) student list up to date, so we know if someone is being added

- or coming off
- Please be sure to inform parents about our [IEP meeting parent feedback form](#), this form is on our district website
- Updated PD state PD sessions are in the Smore newsletter, 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:

Pre-K Registration this week: Wednesday @ Kountry Kids in Star, Thursday @ Wescare.
Both are from 12-6:00pm.

Differentiation Updates:

NC Gear Up (WMS, EMS, MCHS)

- Spring survey window will close this Friday, March 10th. Please try to get as many surveys completed as possible to inform the NC Gear Up team.

MTSS

- 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 with school MTSS teams..
- Counselors are completing attendance and behavior core plans in ecats with all grade levels. These plans should be finalized by March 17th.

AIG

- Battle of the Books- March 16th @ MCHS

				<p>Auditorium</p> <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"> • ACCESS window closes this Friday, March 10th • 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 • 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> <p>Substitute Shortage Work with your teachers to cut down on last-minute calls for substitutes. With the onset of Future Forward Tutors, our substitute teachers are attempting to work as subs and tutors, causing a shortage of substitutes. The likelihood of not having a substitute is much greater when the calls come in on the morning of the absence.</p> <p>NCEES System Enhancements Survey 2023</p> <p>NORTH CAROLINA EDUCATOR EFFECTIVENESS SYSTEM (NCEES) SYSTEM ENHANCEMENT SURVEY 2023</p> <p>This survey is for PSU (Public School Unit) District Administrators and Site Administrators of the NCEES system. District and Site Administrators are welcome to share this survey with other NCEES Admins in your district with a similar or higher role. This survey will be open from Mar. 1 - Mar. 17, 2023.</p> <p>The goals of this survey are to:</p> <ol style="list-style-type: none"> 1) identify areas of enhancement in the online tool 2) inform the NCEES product Road Map on future 		

enhancement's priority with the vendor, PowerSchool
 3) improve the system user experience when using the online tool

Please review this [Wakelet](#) list of 10 enhancements that NCDPI has submitted to the PowerSchool Ideas Portal.

NCDPI is requesting survey respondents to rank the enhancements through this survey in order of importance 1-10.

Please complete this [NCEES Enhancement Survey](#) by close of business, 5PM EST, on Friday, Mar. 17, 2023.
 Note: Must have a role of NCEES assigned District or Site Administrator to fill out the survey.

Please send any questions to Home_Base@dpi.nc.gov.

Thank you for all you do to support our educators and students!

Sender: cami.narron@dpi.nc.gov

Update to nursing schedule:

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

- March 8- Tornado Drill any day this week (ALL SCHOOLS)
- March 13- AP Meeting
- March 13- UNCP Recruitment Fair
- March 14- Intent forms due
- March 14- National Board Certification Meeting (MCEC campus @ 3:15)

				<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 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 <p><i>Accountability Updates:</i></p> <ul style="list-style-type: none"> • There is currently a second School Report Cards Data Preview Period and will run for 10 days. The link to verify data is located at https://ncreports.ondemand.sas.com/src/. Contact Jessalyn Spell with any questions about your data accuracy after checking it out. The deadline for changes to be submitted is March 9, 2023. <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. • Upcoming PowerSchool Reports <ul style="list-style-type: none"> ○ PMR due to central office March 14, 2023 • Next Meeting <ul style="list-style-type: none"> ○ Tuesday March 14, 2023 at 8:30 in the Staff 	
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				<p>Development Room at Central Office.</p> <ul style="list-style-type: none"> Please bring your charged laptops. <p>Testing Updates</p> <ul style="list-style-type: none"> 2022-2023 MCS Testing Calendar 2022-2023 MCS Testing Chart MCS District Testing Plan Please make sure you are aware that the ACCESS testing window closes THIS Friday. Please let me know when you are done with testing and you can either return your box to me at a scheduled time, or I can come by and pick it up. 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"> ACCESS and Alternate ACCESS for ELs January 23-March 10, 2023 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. 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? 	<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 – please share all videos on the Montgomery County Schools Facebook page to increase views. We have three done, two to 		

				<p>go!</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><i>Process Issues:</i></p> <p>Please keep your eyes on HB219, which redirects a substantial amount of our funding to charter schools. I may ask principals to email legislators if necessary on this one. I will send an email when that becomes necessary.</p>		
<p>Budget & Resources</p> <ul style="list-style-type: none"> • Budget Update 	21 Sys	Mitch		<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.