Montgomery County Schools
Meeting Agenda
Group: Cabinet
Date/Time: 5/1/23- 9:00 a.m.
Place: Central Office
Facilitator/Leader: Dale Ellis
Attending: Central Support and Assigned Principals (Thanks to Dr. Erin West 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

Celebrations	All	Dale	5 min	Giant Run was awesome. Stemlympics went very well. MCHS Prom went well.		
Superintendent Division						
• What do principals and CSS admin need to know and do?	All	Dale	5 min			
• May BOE Agenda	All	Dale	10 min	Agenda is set for the May Board of Education Meeting		
• May Principal Meeting Agenda	All	Dale	10 min	Please send agenda items to Terri Absher or Wade Auman		
• Administrative Services Update	All	Jack	10 min	*Administrative Services Updates:*		

• Auxiliary Services Update	All	Matthew	10 min	• May Awareness: [May Awareness](#)
				• YouFactors Deadline: May 5, 2023
				    o Make sure all employees have watched the "Ethics" video and have signed off on the paperwork.
				• Final Deadline for Mental Health Required Professional Development: May 5, 2023
				• **Equity Review Walk**
				    o **Session #6- May 2, 2023**
				• Final Teaching-in-Color Session - **Tuesday, May 2, 2023** beginning 3:30 pm @MCHS PLC Room
				• Final TAG Session for 2022-23- **Wednesday, May 3, 2023** beginning 3:30 pm @ CTE Building
				• Principal Equity Training and Work Session - **Friday, May 5, 2023** beginning 12:30 pm - 3:30 pm @Staff Development Room
				• Going "**Green**" for Mental Health Awareness- **May 16, 2023**
				    Email your photos to Charles.Kinnin@dpi.nc.gov by noon Friday, May 19		

				• Diversity and Inclusion Taskforce- End-of-the-Year Review- **May 16, 2023** beginning 3:30 pm- 5:00 pm- MCHS Media Center
				• **Upcoming Events:**
				  ○ **https://g.co/kgs/TyBie9**
				  ○ **https://g.co/kgs/zTejKN**
				
				Auxiliary Services Updates:
				
				No updates at this time.		

Learning Division • 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	All GCS GCS GCS GCS GCS GCS GCS	Wade Wade Emily Terri Terri Clarkie Vance Jessica	5 min 10 min 10 min 10 min 10 min 10 min 10 min 10 min	*Learning Division Updates:* 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 79.43%. Make sure all newly enrolled students receive a form and encourage all students to submit a completed form to the school. EVAAS Roster Verification – The EVAAS Roster Verification window started last week on April 20, 2023. Teachers will have until May 10, 2023, to complete their portion on verification. If anyone needs any support through the process, please contact Wade Auman. Summer Program Enrollment Forms – The enrollment forms for the 2023 summer program were shared with Principals last Friday. Please utilize these forms to collect enrollments and correct addresses to build bus routes. This information needs to be accurate, so please monitor the submissions. The collection spreadsheets will be created and shared this week. ELISS After-School Monitoring Event – We will be going through a NCDPI Monitoring Event for our ELISS After-School program at the middle schools on May 11th. We will be collecting evidence over the next couple of weeks		

| | | | | in preparation for this event. Individuals selected for interviews will be notified today and we will have a virtual Pre-Monitoring meeting with all participants on May 8th at 3:00 pm.

MCC Partnership Meeting – If anyone has any topics/concerns for discussion at our monthly MCS/MCC partnership meeting, please email them to Wade Auman by May 4th.

Principals' PLC – We will hold the 2nd Principals' PLC on May 17, 2023, beginning at 8:30 am. We will begin whole group in the Staff Development Room and then transition into breakouts.

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.

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:		
				EVAAS Roster Verification – Teacher Verification Window – April 20, 2023 – May 20, 2023		
				MCC Check-In Meeting – May 5, 2023 @ 1:00		
				ELISS After-School Monitoring – May 11, 2023		
				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) o Q4 walk throughs will begin 4/3		

				• CCRG: <u>August Rollout</u> – 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.
				    o Please make sure to post the parent letter to Canvas and FB
				    o Please follow up with teachers to check progress and to see if there are any concerns.
				    o 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.**

- o 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.
  - o https://www.nccee.org/events/
- Diploma Seals: Please let me know if you need additional seals. See the link for qualifications
  - o 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

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
  - o Credentials

Upcoming Dates/PD

- July 10-14 Camp Timberwolf
- MCS/MCC Summer Career Camps (5th-9th graders) - June/July – Sign up will start this week. I will email the flyer to principals once it is released.
- August 16 Jumpstart

Elementary/Curriculum Support Updates:

The final Online Professional Learning session for the school year is scheduled for May 5, 2023, from 12:30 pm – 3:30 pm. The link will be forwarded to teachers today. If a teacher still needs a make-up session for online professional learning, please contact Terri Absher.

The will be an IF meeting on Thursday, May 4. Elementary IFs will meet at 8:30 am, and secondary will meet at 9:30 am.

The Read to Achieve portfolio process will be suspended for third-grade students beginning on Friday, May 5. Students can resume passages during Reading Camp.

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 Updates:		
				EC Summer Institute offerings in Greensboro are open for registration.		
				All IEPs have to be done that are due through September an all re-evals through October before the end of this school year. If you have any questions, contact Dee Dee.		
				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.		
				• *Links for SLD state required course through NCEES (required for all certified EC staff by Sept. 2023)*		
				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:		
				PreK teachers will be meeting virtually on Wednesday, May 3, 2023, at 1:00pm.		
				Wescare Center for Children PreK will visit Troy Elementary kindergarten (transition) on Thursday, May 4, 2023.		
				PreK PLC on Friday, May 5, 2023.		
				Differentiation Updates:		
				NC Gear Up (WMS, EMS, MCHS)		

				• Final changes to work plans for all school have been approved.
				• Please make sure to send an agenda to Jessica Lowder on any event in which food was provided.
				
				MTSS
				• Upcoming FAM-S Meetings (Team members should complete rubric prior to meeting)
				   o West Middle- Friday, May 5th at 1:00 PM
				   o Star Elementary- Tuesday, May 9th at 3:15 PM
				   o Candor Elementary- Thursday, May 11th at 3:15 PM
				• Any changes to required parent letters should be updated in the student cumulative folder.
				
				ECATS Updates
				• I am working with IF's to complete ECATS EOY procedures. On July 1, the Early Warn System data will reset and *any created groups and plans* will clear out of the system. More details on EOY procedures will be shared during the principals meeting.
				
				AIG
				• No updates at this time.
				
				ESL
				• PLC- Next Wednesday, May 10th @ 3:00 PM		

Operations Division • What do principals and CSS admin need to know and do? • Operations Update • Accountability Update	All 21 CP LGI	Tracy Tracy Jessalyn	10 min 10 min 10 min	*Operations Updates:* May 2-Badge Program Central Office 4-5 pm May 5-Final Deadline YouFactor Videos 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 IFs due to Jordan Wilson		
				May 19-2nd semester teacher attendance		
				May 31-NCEES Comprehensive (4th Observation), Standard (3rd Observation)		
				May 31-Teacher attendance recognition		
				June 8-Non-Certified Evaluaitons due		
				June 16-All Observations Due		
				June 16-List of Fall Coaches Due to Crystal Douglas and Dr. Cagle		
				Accountability Updates: • Homebase meet-up in Greensboro tomorrow, May 2, 2023. **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
  - None at this time.
- Next Meeting
  - The data manager meeting will be May 16, 2023, at 8:30 in the Staff Development Room.

Testing Updates
- 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**
  - Click Here
- Test Plans and Accommodations Due:
  - MCEC: May 4, 2023
  - EOG Schools: May 12, 2023
  - MCHS/MLA: May 19, 2023
- Test Trainings this Week:
  - Wednesday, May 3 at 3:00 – MLA
  - Thursday, May 4 at 3:00 – MGES
- EOG/EOC Test Administrator Training Course Requirements
- EOG/EOC Test Administrator Training Course
- **Current and Upcoming School Testing Windows**
  - 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 MCEC: May 18-24, 2023

Process Management				Media Minute:		
• Media Minute	LGI	Susanna	5 min	• THANK YOU! Each week, more and more content is posted on each school's social media platform!		
• Other process issues?	All	Dale	5 min	• School Connections Content to Sean Maness.		
				• 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, email us, 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, will be rescheduled.		
				• CIS Color Run @ Troy Elementary - May 20th		
Budget & Resources				**Budget Updates:**		
• Budget Update	21 Sys	Mitch	5 min	No updates at this time.		

Next Steps:

SP/SG – strategic priority and strategic goal
Distribution: Central support administrators, building administrators, and web page.