

Montgomery County Schools

Meeting Agenda

Group: Cabinet

Date/Time: 5/8/23- 9:00 a.m.

Place: Central Office

Facilitator/Leader: Dale Ellis

Attending: Central Support and Assigned Principals (Thanks to Marvin Smith and Dr. Heather Seawell 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	The MCHS Joy Prom was a huge success. We want to thank everyone who participated to make this a special occasion for the students. Thank you to Mr. Fred Taylor and Troy Lumber for sponsoring the event.		
Superintendent Division <ul style="list-style-type: none"> • What do principals and CSS admin need to know and do? • June BOE Agenda • Administrative Services Update • Auxiliary Services Update 	All	Dale	5 min	Please send agenda items to Cindy Davis <i>Administrative Services Updates:</i> <ul style="list-style-type: none"> • May Awareness: May Awareness • Children's Mental Health and Wellness Fair- May 8-12, 2023- Various Locations throughout the week. • Final Teaching-in-Color Session - Monday, May 15, 2023 beginning 3:30 pm @MCHS PLC Room • Going “Green” for Mental Health Awareness- May 16, 2023 Email your photos to jamese.black@montgomery.k12.nc.us <ul style="list-style-type: none"> • Diversity and Inclusion Taskforce- End-of-the-Year Review- May 16, 2023 beginning 3:30 pm- 5:00 pm- MCHS Media Center • Upcoming Events: <ul style="list-style-type: none"> ○ http://troy.nc.us/Calendar.aspx?EID=650 <i>Auxiliary Services Updates:</i>		

				Please get your last orders of custodial supplies in, we are nearing the end.		
<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>Learning Updates:</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 79.43%. 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 for teachers will end on May 10, 2023. The principal verification phase begins on the 11th and will run through May 24, 2023. If anyone needs any support through the process, please contact Wade Auman. • Summer Program Enrollment Forms – The enrollment forms and collection spreadsheets for the 2023 summer program have been shared with Principals. 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. Let Wade Auman know if you have trouble accessing. • 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. Individuals selected for interviews have been notified and will have a Pre-Monitoring meeting with all participants on May 8th at 3:00 pm. 		

			<ul style="list-style-type: none">• 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. Please use the Google Doc linked in the calendar invite to add/create discussion items.• Innovative Approaches to Literacy Grant – MCS is finalizing a new IAL grant and will be submitting the application soon. 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. <p><u>Training Opportunities:</u></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>	
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			<p><u>Dates:</u></p> <p>EVAAS Roster Verification – Teacher Verification Window – April 20, 2023 – May 10, 2023</p> <p>EVAAS Roster Verification – Principal Verification Window – May 11, 2023 – May 24, 2023</p> <p>ELISS Pre-Monitoring Meeting – May 8, 2023 @ CTE Building beginning at 3:00</p> <p>ELISS After-School Monitoring Visit – May 11, 2023</p> <p>Principals’ PLC – May 17, 2023, in the Staff Development Room beginning at 8:30</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">○ Q4 walk throughs will begin 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.<ul style="list-style-type: none">○ 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	
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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

- Training will resume next school year a

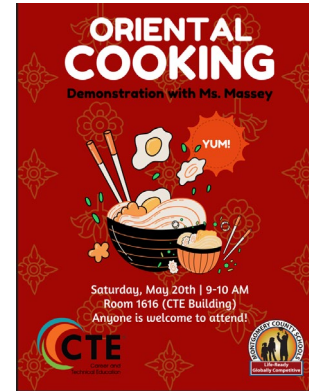
CTE Updates

- 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 principal's meeting
 - [Credentials](#)

Upcoming Dates/PD

- Teacher Cadet follow up with Teacher Cadet II Students: MCHS 8:15

- Oriental Cooking Class: Saturday, May 20th 9-10:
All high school students welcome



- July 10-14 Camp Timberwolf
- MCS/MCC Summer Career Camps (5th-9th graders) - June/July – Sign up will start this week. Flyer was emailed out last week
- August 16 Jumpstart

Elementary/Curriculum Support Updates:

- The Read to Achieve portfolio process has been suspended for third-grade students until Reading Camp begins on June 12.
- Please contact Terri Absher if you need assistance in uploading documentation for the LETRS Bridge to Practice activities.
- The BOY testing window for mCLASS and iReady is May 8 – 26. Please contact Terri Absher if you have any issues.
- 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:

- As we wind down for the year, please complete your [EOY checklist](#).
- Please complete your spreadsheet on students attending summer school shared Friday and/or today
- Don't forget to RSVP for our EOY EC Staff Celebration on 5/17/23
- All IEPs have to be done that are due through September and all re-evals through October before the end of this school year. If you have any questions, contact Dee Dee.
- Check your email dated 5/3/23 from Dee Dee for your school list
- I will be out of the office all day 5/9/23 for a regional director's grant writing meeting in Fayetteville. I will be available by text or email. Contact Dee Dee Terry for in-person support.
- 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)
- [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 Summer Camp forms are due to Mr. Thomas by May 12, 2023

Continue working on Kindergarten Entrance Assessments with your students.

May is the last month we receive reimbursement for attendance. It is important that we communicate with families as soon as possible when a child misses a day of school.

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)
 - Star Elementary- Tuesday, May 9th at 3:15 PM
 - Candor Elementary- Thursday, May 11th at 3:15 PM
- Any changes to parent letters should be sent home and an updated copy should be filed in the student cumulative folder after EOY data discussions.

				<p><u>ECATS Updates</u></p> <ul style="list-style-type: none"> On July 1, the Early Warn System data will reset and <i>any created groups and plans</i> will clear out of the system. Instructional Facilitators will be printing student plans and housing them in cumulative folders. <p><u>AIG</u></p> <ul style="list-style-type: none"> Advanced Math Course Requirements <ul style="list-style-type: none"> https://www.dpi.nc.gov/documents/advance-dlearning/aig/summer-2022-amc-updated-guidance/download?attachment <p><u>ESL</u></p> <ul style="list-style-type: none"> PLC- This Wednesday, May 10th @ 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><i>Operations Updates:</i></p> <ul style="list-style-type: none"> 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 19-Classified Employee of the Year Nomination Form (Moved due date up from May 31 to have time to get them on the June Board Agenda) May 31-NCEES Comprehensive (4th Observation), Standard (3rd Observation) May 31-Teacher attendance recognition June 8-Non-Certified Evaluaitons due 		

				<ul style="list-style-type: none">• June 16-All Observations Due• June 16-List of Fall Coaches Due to Crystal Douglas and Dr. Cagle <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 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.• Reminder about pre-registering students:<ul style="list-style-type: none">○ Students should only be pre-registered if they are not currently active in any other NC PSU. Typically, only a subset of kindergarten students will meet this definition — many Kindergarteners already have active NC PSU records due to public preschool services. Pre-registering students for the next school year who are active NC students during the current school year has negative impacts on the NCEdCloud IAM service, accountability, and ECATS.○ Pre-registered students must have the scheduling setup page appropriately populated with the student’s next year grade and next school indicator. For pre-registered students, the next year grade must be the grade level that the student will be enrolled for the upcoming school year. For example, if a Kindergarten student is pre-registered for the next school year		
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before running the End of Year process for the current school year, the next year grade for the student on the Scheduling Setup page should be 0 (Kindergarten).

- Upcoming PowerSchool Reports
 - PMR8 due Tuesday May 16, 2023
 - All diploma issued dates must be completed by June 21, 2023 for graduating seniors for CFNC to automatically pull final transcripts. This date must be on or after the scheduled last day of school.
- 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/>
- Test Plans and Accommodations Due:
 - EOG Schools: May 12, 2023
 - MCHS/MLA: May 19, 2023
- Test Trainings this Week:
 - Monday, May 8: Star Elementary @ 3:00 pm
 - Tuesday, May 9: Candor Elementary @ 3:00 pm
 - Wednesday, May 10: Green Ridge Elementary @ 3:00 pm
- [EOG/EOC Test Administrator Training Course Requirements](#)
- [EOG/EOC Test Administrator Training Course](#)
- **Current and Upcoming School Testing Windows**
 - Check-In #2 for Semester Based Math 1, Math 3, and English II: May 8-12, 2023

				<ul style="list-style-type: none"> ○ Spring EOC Assessments for MECE: May 18-24, 2023 ○ EOG/NCPAT Assessments Grades 3-8: May 26-June 9, 2023 ○ MCS EOC Assessments: June 5-9, 2023 		
Process Management <ul style="list-style-type: none"> • Media Minute • Other process issues? 	LGI All	Susanna Dale	5 min 5 min	<i>Media Minute:</i> <ul style="list-style-type: none"> • THANK YOU! Each week, more and more content is posted on each school's social media platform! • 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 • TES Kite Day - this weekend 		
Budget & Resources <ul style="list-style-type: none"> • Budget Update 	21 Sys	Mitch	5 min	<i>Budget Updates:</i> No updates at this time.		

Next Steps:

SP/SG – strategic priority and strategic goal

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

