Montgomery County Schools
Meeting Agenda
Group: Cabinet
Date/Time: 5/15/23- 10:00 a.m.
Place: Central Office
Facilitator/Leader: Dale Ellis
Attending: Central Support and Assigned Principals (Thanks to Adriane Clarett 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	The ELISS after-school monitoring event with NCDPI went very well. Thank you to everyone who was interviewed and helped by providing documentation. Teacher of the Year and Retiree Celebration is tonight.		
Superintendent Division • What do principals and CSS admin need to know and do?	All	Dale	5 min			
• June BOE Agenda	All	Dale	10 min	Please send agenda items to Cindy Davis.		
• June Principal Agenda	All	Dale	10 min	No June Principal Meeting		
• Administrative Services Update	All	Jack	10 min	***Administrative Services Updates:***		
• Auxiliary Services Update	All	Matthew	10 min	• May Awareness: [May Awareness](#) • Final Teaching-in-Color Session - **Monday, May 15, 2023** beginning 3:30 pm @MCHS in the Sandra Miller PLC Room • Going "**Green**" for Mental Health Awareness- **May 16, 2023** **Email your photos to jamese.black@montgomery.k12.nc.us** • Diversity and Inclusion Taskforce- End-of-the-Year Review- **May 16, 2023** beginning 3:30 pm- 5:00 pm- MCHS Media Center • School Counselor Meeting- Thursday, May 18, 2023 • Final PACK Session- Friday, May 19, 2023 ***Auxiliary Services Updates:*** The new Transportation Director starts today!		

Learning Division						
• What do principals and CSS admin need to know and do?	All	Wade	5 min	***Learning Division Updates:***		
• Grant and Federal Program Updates	GCS	Wade	10 min	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 79.51%. Make sure all newly enrolled students receive a form and encourage all students to submit a completed form to the school.		
• Secondary Update	GCS	Emily	10 min			
• Elementary Update	GCS	Terri	10 min			
• Curriculum Support Update	GCS	Terri	10 min	EVAAS Roster Verification – The EVAAS Roster Verification window for Principals will end on May 24, 2023. If anyone needs any support through the process, please contact Wade Auman.		
• EC Update	GCS	Clarkie	10 min	Federal Programs Surveys – As a component of submitting the application for funding for federal programs funding, we must survey parents and staff to determine the effectiveness of our use of the funds. Please use the links below to survey these groups of people: Parents: https://www.montgomery.k12.nc.us//cms/module/selectsurvey/TakeSurvey.aspx?SurveyID=422 Staff: https://www.montgomery.k12.nc.us//cms/module/selectsurvey/TakeSurvey.aspx?SurveyID=423		
• Pre-K Update	GCS	Vance	10 min			
• Differentiation Update	GCS	Jessica	10 min	Cognia Reaccreditation – Montgomery County Schools will be performing reaccreditation during the 2023-24 school year. This process includes many facets of evaluating our performance and improvement efforts. We will begin with administering surveys of parents and staff members to create a data set for analysis to determine areas of focus for the process. Each school will have separate links for each group. Parent survey links have been placed on the each school website. Please encourage staff and families to complete these surveys.		

| | | | | 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.

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 has submitted the application for the IAL grant. We will find out in September if we have been awarded. If anyone has any questions, 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 – Principal Verification Window – May 11, 2023 – May 24, 2023
Principals' PLC – May 17, 2023 in the Staff Development Room beginning at 8:30

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 end May 26th – I will share the form on 5/26 for principals to view the charts.

- 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.
  - o Please follow up with teachers as the end of the year approaches. I know that students cannot be forced to complete this, however, we do need to make sure they have ALL been provided the opportunity to access this resource

- 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
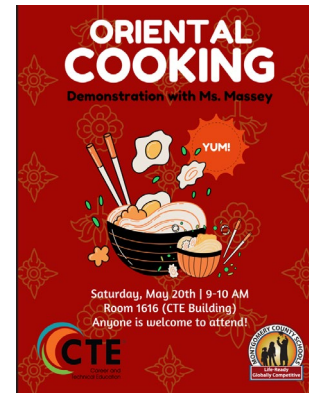
Title IX Updates
- Training will resume next school year

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
  - o 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 EOY testing window for mCLASS and iReady is May 8 – 26. Please contact Terri Absher if you have any issues. Elementary principals, please email or bring a copy of your school's summer school schedule to the PLC meeting on Wednesday. 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 last week & don't forget to let me know your own updated plans for working summer school or not** - **Don't forget our EOY EC Staff Celebration on Wednesday** - *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.		
				• *Check your email dated 5/3/23 from Dee Dee for your school list*		
				• *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:		
				Mr. Thomas participating in the Spring PreK Regional meeting from 10:00-3:00pm on May 18, 2023.		
				PreK Virtual Check-in with all staff on Friday, May 19, 2023 at 1:00pm		
				Reminder to please send-program pictures, and summer camp forms		
				Differentiation Updates:		
				NC Gear Up (WMS, EMS, MCHS)		
				• Jessica Lowder will be contacting schools for any needed documentation to close out the school year. Please send it in ASAP.		
				MTSS		
				• Upcoming FAM-S Meetings (team members should complete rubric prior to meeting)		

				○ Troy- Tuesday, May 16th @ 3:00 ○ Green Ridge- Monday, May 22nd @ 3:15 - 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. **ECATS Updates** - On July 1, the Early Warn System data will reset and *any created groups and plans* will clear out of the system. Instructional Facilitators will be printing student plans and housing them in cumulative folders. **AIG** - Advanced Math Course Requirements ○ https://www.dpi.nc.gov/documents/advancedlearning/aig/summer-2022-amc-updated-guidance/download?attachment **ESL** - Summer Conference June 20-23 in Southern Pines, NC ○ Growing Success for Multilingual Learners Summer Conference Information		
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:*** School Dude will require a password change; look for an email. - 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-No More MLA referrals		

				• May 26-No More MLA ALP
				• <mark>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)</mark>
				• May 31-NCEES Comprehensive (4th Observation), Standard (3rd Observation)
				• May 31-Teacher attendance recognition
				• June 8-Non-Certified Evaluations due
				• June 16-All Observations Due
				• June 16- List of Fall Coaches Due to Crystal Douglas and Dr. Cagle
				
				Summer Hours Recommendation:
				Montgomery County Schools will transition to summer working hours beginning June 26, 2023, and remain effective through August 11, 2023. During this time, offices will be open from 7 am until 5 pm Monday-Thursday. The offices will be closed on Fridays from June 30, 2023, through August 11, 2023.
				
				Accountability Updates
				• None at this time.
				
				Data Managers Updates
				• K-5 Class Size Document
				   o 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:
				   o 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. | | |

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- o 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 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
  - o PMR8 due Friday May 19, 2023
  - o 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.
- EOY Process Plan
  - o **The 2022-23 End of Year Processing (EOY) is scheduled to begin Thursday, June 29, 2023, at 5:00 p.m. The PowerSchool SIS maintenance page will go up at that time for all users.** PowerSchool will begin the Pre-EOY tasks and backups at that time. EOY Contacts will regain access on the morning of July 1, 2023. The exact time has yet to be

determined, but EOY Contacts will be notified once a time has been set. It is our hope that all Home Base applications will be back online no later than Wednesday, July 5, 2023.

- Next Meeting
    - o The data manager meeting will be tomorrow 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/
- ACCESS Score Reports will be delivered to your schools electronically and printed May 19, 2023.
- Test Plans and Accommodations Due:
    - o EOG Schools: May 12, 2023
    - o MCHS/MLA: May 19, 2023
- Test Trainings this Week:
    - o EOC Monday, May 15, 2023: MCHS
    - o EOC Extend 1 Monday, May 15, 2023: MCHS at 2:30
    - o EOC Extend 1 Thursday May 18, 2023: WMS at 8:15
- [EOG/EOC Test Administrator Training Course Requirements](#)
- [EOG/EOC Test Administrator Training Course](#)
- **Current and Upcoming School Testing Windows**
    - o Spring EOC Assessments for MCEC: May 18-24, 2023
    - o EOG/NCPAT Assessments Grades 3-8: May 26-June 9, 2023
    - o MCS EOC Assessments: June 5-9, 2023

Process Management				Media Minute:		
• Media Minute	LGI	Susanna	5 min	• THANK YOU! Each week there is more and more positivity spread on social media and that is all thanks to you!		
• Other process issues?	All	Dale	5 min	• Back to School Block Party and Stuff the Bus – information will be sent out soon		
				• 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.		
				• CIS Color Run @ Troy Elementary - May 20th		
Budget & Resources				*Budget Updates:*		
• Budget Update	21 Sys	Mitch	5 min	Please get your last orders in before the end of the month.		

Next Steps:

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