

Montgomery County Schools

Meeting Agenda

Group: Cabinet

Date/Time: 2/21/22- 9:00 a.m.

Place: Central Office

Facilitator/Leader: Dale Ellis

Attending: Central Support and Assigned Principals (Thanks to Amanda Deaton and Anne McLean 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>MCHS had a fabulous Coach's Clinic on Saturday! There were over 150 coaches there.</p> <p>PACK sessions at East and West Middle went well on Friday!</p> <p>Congratulations to our District Spelling Bee winner, Zaliyah Bowden from Candor Elementary.</p>		
Superintendent Division <ul style="list-style-type: none"> What do principals and CSS admin need to know and do? March BOE Agenda March Principal Meeting Agenda Masking Update Administrative Services Update Auxiliary Services Update 	All	Dale	5 min	<p>Training session tomorrow at the Central Office for principals from 9 to 12 pm. You should have gotten information about choosing teacher leaders.</p>		
	All	Dale	10 min	<p>Dr. Ellis is working on the power point for the Mid-Year Review. Information should be out to team leads today for updates info.</p>		
	All	Dale	10 min	<p>Please get anything for the March BOE agenda to Dr. Ellis and Shannon.</p>		
	All	Dale	10 min	<p>Anything for the March principals' meeting agenda please send to Terri or Wade.</p>		
	All	Jack	10 min			
	All	Matthew	10 min	<p>COVID-19/Masking Update – There have been a lot of conversations behind the scenes on this topic. A lot of districts across the state have dropped masks. Please know that mask optional does mean you can still wear a mask. A statement will be released today. The Board is meeting on Thursday for the Mid-Year Review and will discuss. Dr. Ellis is recommending that we move to mask optional and become effective next Monday.</p> <p>Administrative Services Update: The final required PD of Teen Violence will begin on February 21st The deadline for completion is February 28, 2022. Teen Dating Violence</p>		

				<p>Diversity and Inclusion Taskforce Meeting will be Wednesday, Feb 23, 2022 @ 3:30 pm via Zoom.</p> <p>MCS Secondary School Counselor Meeting Thursday, February 24, 2022 @ 1:30 pm via Zoom.</p> <p>PACK TIME will be Friday, February 25, 2022.</p> <p><u>Upcoming Events</u></p> <p>https://www.eventbrite.com/e/poetry-vibez-sip-paint-in-honor-of-black-history-month-tickets-263870091547?utm-campaign=social&utm-content=attendeeshare&utm-medium=discovery&utm-term=listing&utm-source=cp&aff=escb</p> <p>https://www.eventbrite.com/e/one-a-chord-tickets-254970622997?utm-campaign=social&utm-content=attendeeshare&utm-medium=discovery&utm-term=listing&utm-source=cp&aff=escb</p> <p>Auxiliary Services Update: Please make sure you are being conservative with energy! If you are not in a room/office, please make sure you are turning the lights off.</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 	<p>All</p> <p>GCS</p>	<p>Wade</p> <p>Wade</p>	<p>5 min</p> <p>10 min</p>	<p>Grant and Federal Program Updates: Free and Reduced Lunch - We are currently at 67.25% for the 2021-22 school year. Title 1 funds are dependent upon this data. Principals need to work with Child Nutrition staff members to have as many students complete these forms as possible. Make sure all new enrollees get an FRL form to fill out when they bring their enrollment forms.</p> <p>District PDSA Meeting – Any School team lead or co-lead</p>	

<ul style="list-style-type: none"> • Secondary Update • Elementary Update • Curriculum Support Update • EC Update • Pre-K Update • Differentiation Update 	GCS	Emily	10 min	<p>who was unable to attend one of the training sessions last week needs to contact Wade Auman or Terri Absher to follow up on next steps. The email lists will be provided by Wednesday, February 23rd.</p> <p>College and Career Ready Graduates – There are webinars available this week to discuss the restart of the CCRG model/coursework for high school students. If you have been involved in CCRG in the past, I would recommend you attend one of the upcoming webinars:</p> <p>Introduction to CCRG</p> <p>This session will provide an introduction to CCRG so that LEAs can prepare for the Fall 2022 re-launch. We will review the benefits and purpose of the program, student eligibility and exemptions, as well as the program requirements for student completion. As you consider your staffing and student schedules for the 2022-23 school year, we will also provide guidance on best practices for student success.</p> <ul style="list-style-type: none"> • Tuesday, Feb. 22, 9 AM ET Register here • Thursday, February 24, 11 AM ET Register here • Tuesday, March 8, 11 AM ET Register here <p>21st Century Community Learning Center – MCS will be applying for the 21st CCLC grant for cohort 16. Any elementary Principal with suggestions for a grant proposal can email Terri Absher, Vance Thomas, or Wade Auman. Submission is due by May 4th.</p> <p>GEER/ESSER Monitoring – NCDPI will be conducting a monitoring event with us on our GEER/ESSER funds. We will be turning in documentation on February 24th. Wade Auman will be contacting individuals for documentation this week.</p>	
	GCS	Terri	10 min		
	GCS	Terri	10 min		
	GCS	Chuck	10 min		
	GCS	Vance	10 min		
	GCS	Jessica	10 min		

				<p>Teacher Quality Preparation Grant – MCS will be partnering with Scotland County Schools and UNCP to submit a TQP grant this cycle. If anyone has any recommendations/ideas for this grant, please submit ideas to Wade Auman.</p> <p>Girls on the Run – Elementary Principals, if you are interested in your school hosting a team for GOTR, the season begins on February 21st. Each school needs two volunteer coaches and all materials will be provided by GOTR. If you have questions about the program, please contact Wade Auman. Please let me know if you did not receive your Coach bags.</p> <p>Training Opportunities:</p> <p>NCEES Training Opportunities for Administrators – NCEES training scheduled for the 2021-22 school year are posted on the DPI Google site. Please utilize the link below to register for any opportunity you feel would benefit your NCEES experience: https://sites.google.com/dpi.nc.gov/ncees-information-and-resource/webinars-2021-22?authuser=0</p> <p>Teacher Quality Preparation Grant (Pfeiffer) – The TQP grant is looking for opportunities to offer professional development to schools. Principals, please email any topics you may want to see offered to your teachers to Wade Auman. If they align with the grant goals, we should be able to get the training. Potential opportunities will be scheduled for second semester.</p> <p>Optional PD offered by our Digital Learning Coaches –</p> <ul style="list-style-type: none"> ○ February 24, 2022 - Throwback Thursday - Microsoft - 3:00-4:00 <p>Meeting link for all online</p>	
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				<p>PD. https://meet.google.com/lookup/d3doyf3354?authuser=0&hs=179</p> <p>Grant Opportunities:</p> <p>Snapdragon Book Foundation: https://snapdragonbookfoundation.org/?fbclid=IwAR01zWdnZVaNBvIx1c-zH5cJ0GnPi0PdssG_KDK-eDq0fq-P0Ttix4ifB0</p> <p>Dollar General Literacy Foundation – Summer Reading: https://www.dgliteracy.org/grant-programs/?#summer-reading</p> <p>Secondary Update:</p> <ul style="list-style-type: none"> • Classroom Walkthrough Forms for Q3: Forms have been shared with leadership teams. Please start those this week. Each member of the leadership team should complete 5 per week. • Scheduling window for high school students starts today – Starting with juniors and working our way through all students. • 2/21 English II PDSA Meeting 3:00 <p>Title IX Updates</p> <ul style="list-style-type: none"> • Please make sure you are reporting ALL possible Title IX issues to Ms. Shaw. <p>CTE Updates</p> <ul style="list-style-type: none"> • Actively working to gather data for 21/22 and 22/23 CLNA process • February is CTE Month. Please make sure to thank all of our CTE teachers for all of their hard work. CTE Month is a public awareness campaign that takes place to celebrate the value of CTE and the achievements and accomplishments of CTE programs across the country. 	
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				<p>Upcoming Dates/PD</p> <ul style="list-style-type: none"> • 2/22 CTE Business Advisory Meeting 3:00 Central Office • 3/8CLNA Executive Council Meeting 3:30 Central Office • March 28-31 Career Themes at Elementary Schools (Principals will have a detailed schedule first week of March) • ELA Leaders Meeting 3/9 9:00-11:00 AM (I sent to MS and HS IFs) • SS Leaders Institute 3/29-3/30 9:00-12:00 Link to register (I sent to MS and HS IFs) <p>Elementary/Curriculum Support Update: Instructional Rounds will take place at Mt. Gilead Elementary this Wednesday, February 23 at 8:00 am. The next scheduled meeting is at Candor Elementary on Tuesday, March 1 at 8:00 am.</p> <p>Instructional Facilitators will participate in Growth Monitoring Progress PD through iReady this afternoon at 2:30 pm. A calendar invite and meeting link has been sent to each Instructional Facilitator.</p> <p>The next Instructional Facilitators' meeting will take place at the central office on Thursday, February 24 at 8:00 am.</p> <p>PACK Time will take place on Friday, February 25 at 12:00 pm at East and West Middle Schools. Student mentors will receive an email today regarding reminders for session two. Transportation arrangements will be the same as last Friday.</p> <p>PreK and kindergarten registration is approaching. Families may register online or during in-person events that begin on March 3. Information for families is available on the MCS website and through social media.</p>	
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There are many free professional development opportunities through PTEC. The link to course offerings is: <https://www.ptecnet.org/professional-development>. Please contact Terri Absher if you would like to register for a session.

EC Update:

- If you get an initial referral request from a parent or your MTSS team, please make sure that you let us know immediately.
- All Re-Evals through October 2022 and IEPs through September 2022 should be completed before the end of the school year.
- Please be aware of any students on EXTEND content and taking the regular ACCESS test. I know there is a rubric for qualifying for the alternate ACCESS test; however, our regional compliance representative said that if we have a student on the EXTEND content/testing and they are taking the regular ACCESS test, this could be an issue with that student being on EXTEND content and not justifiable. If the EL teachers have any students that are on EXTEND content but taking regular ACCESS testing, please have them to email Dee Dee and let her know which students this may involve.
- For any questions or concerns, do not hesitate to contact us. We are here to support you!

Upcoming Important Dates/ Reminders:

Date	Event/Details
February 21	Mid-Term for grades K-8
February 22	Behavior Support Team meeting @ 2:00 via Zoom

				<p>Pre-K Update: Pre-K Criminal Background Checks are expiring soon. Complete the online portion with NCDHHS All fingerprinting will be conducted at the Montgomery County Sheriff's Office. The Sheriff's Office is open for fingerprinting on Wednesday and Thursday from 11:00am-1:00pm. School administration is asked to work with staff to cover classrooms while they are getting their fingerprinting completed. No receipts will be reimbursed after April 8 unless approved by Vance Thomas.</p> <p>Mr. Thomas will provide online assistance with Pre-K Staff later this week.</p> <p>Pre-K PLC Meeting (virtual) Friday, February 25, 2022.</p> <p>Differentiation Update: <u>MTSS</u></p> <ul style="list-style-type: none">• Reading and Math PLC forms need to be completed in RTI:Stored by Instructional Facilitators by February 28th. Remember to always click <i>save plan</i> regardless of the auto-save feature.• Guidance counselors need to update MOY <i>schoolwide and grade level behavior plans</i> in RTI:Stored by February 28th.• District MTSS/RTI:Stored PD with all Instructional Facilitators this Thursday from 8:30 AM to 12:30 PM. This is also open to principals. <p><u>AIG</u></p> <ul style="list-style-type: none">• Jessica Lowder will be working with Instructional Facilitators at East and West Middle to plan for spring 8th grade screening in March. <p>*Upcoming visits school MTSS meetings:</p> <ul style="list-style-type: none">• CES- February 22nd (afterschool)	
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				<ul style="list-style-type: none"> • TES- February 22nd (PLC's) • GRES- February 28th (afterschool) <p><u>Upcoming Competition Dates</u></p> <ul style="list-style-type: none"> • Battle of the Books- March 4th @ MCHS Auditorium <ul style="list-style-type: none"> ◦ Elementary 9 AM ◦ Middle School 12:30 PM • Math Olympics- April 1st @MCEC 9:00 AM <p><u>ESL</u></p> <ul style="list-style-type: none"> • No updates at this time. 	
<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>Operations Update:</p> <ul style="list-style-type: none"> • February 25 - Mentor Logs due • February 25 - Teacher of The Year from Each School (To HR) • March - PERMA Survey Results @ Principals meeting • March 7-13 - Do a Tornado Drill (Send to Ms. Harris) • March 1-31 - Teacher Working Conditions Survey <p>***Please talk with your representatives and make sure you get this done as close to March 1, 2022, as possible.</p> <p>Accountability Update:</p> <ul style="list-style-type: none"> • OCR CRDC <ul style="list-style-type: none"> ◦ The office has transferred data information into the Civil Rights Data Collection. If data is requested of your school or department, please respond by the requested deadline. The Federal deadline has been extended to 3/11/2022. • Regional Accountability Coordinator Meeting <ul style="list-style-type: none"> ◦ Friday February 25, 2022, 9:30-Noon via Microsoft Teams 	

				<p><i>Data Managers Updates</i></p> <ul style="list-style-type: none"> • Educator's Handbook <ul style="list-style-type: none"> ○ All data managers, principals, and assistant principals have been trained in Educator's Handbook and Incident Importing. Remember that once incidents are imported, if corrections are made, they must be made in both programs. Also, only use the chrome Writeback extension for imports. All pending imports must be done by 5pm each Friday. Contact Jessalyn Spell with any Educator's Handbook questions. • 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. • Data Manager Meeting <ul style="list-style-type: none"> ○ March 16, 2022. at 8:30 am in the Staff Development Room • Upcoming PowerSchool District Deadlines <ul style="list-style-type: none"> ○ Spring Start and End Times-February 23, 2022 ○ Spring Legislative Class Size Pull-February 28, 2022 <p><i>Testing Updates</i></p> <ul style="list-style-type: none"> • The testing chart and testing calendar have been updated with the extended ACCESS testing window. <i>Please click the links below for updated testing windows for this semester's check-ins.</i> • Testing Chart Document • Testing Calendar • The Access Testing Window is open! <ul style="list-style-type: none"> ○ The window is January 24-March 18, 2022 ○ Any student who enrolls and is an English 	
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				<p>Learner (EL) student by March 4 must take the ACCESS test.</p> <ul style="list-style-type: none"> • ACT is Tuesday March 1, 2022. The CCRAA Grade 11 and Extend 1 Grade 11 Window also opens at this time. Please reach out to AJ Whitesell for any training questions. • Continue to reach out with data requests in regards to testing and check-in data. Please remember to give at least a 24 hour notice of when you will require this data, and 48 hour notice for larger data pulls. Thank you. <p><i>Teen Pregnancy Task Force</i></p> <ul style="list-style-type: none"> • No new updates at this time. 		
Process Management <ul style="list-style-type: none"> • Media Minute • Other process issues? 	LGI All	Katie Dale	5 min 5 min	Please continue to send anything for School Connections to Katie.		
Budget & Resources <ul style="list-style-type: none"> • Budget Update 	21 Sys	Mitch	5 min	<p>The retropay will be paid this month. This will include the pay increase from July through December. It will be a separate check.</p> <p>We had our external audit last week. They look at any federal, state, or local regulation that we must be in compliance with. We passed with flying colors! Thank you to everyone!</p>		

Next Steps:

SP/SG – strategic priority and strategic goal

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