

Montgomery County Schools

Meeting Agenda

Group: Cabinet

Date/Time: 3/14/22- 9:00 a.m.

Place: Central Office

Facilitator/Leader: Dale Ellis

Attending: Central Support and Assigned Principals (Thanks to Dr. Amy Reynolds 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	MLA wanted to give a shout-out to the Technology Department for their help with the Promethean Boards!	
Superintendent Division					
<ul style="list-style-type: none"> What do principals and CSS admin need to know and do? 	All	Dale	5 min	<p>Please get anything for the April BOE Agenda to Dr. Ellis and Shannon.</p> <p>Please get anything for the April Principals' meeting to Terri or Wade.</p>	
<ul style="list-style-type: none"> April BOE Agenda 	All	Dale	10 min	<p>3rd Quarter Coaching: Shannon will be sending out an email to principals today or tomorrow to sign up for times during the first or second week of April for coaching sessions.</p> <p>Administrative Services Update: Child Attendance Violation Court – Tuesday, March 15 at 9:30 am Mental Health Support meeting – Tuesday, March 15 at 1:00 pm Truancy Meetings – Thursday, March 17 from 12:30 to 3:45 pm PACK – Friday, March 18</p> <p>Auxiliary Services Update: Partnering with Montgomery County, MCC, and Trinity Music Academy to sponsor a fundraiser for Ukraine on April 30 at Montgomery Central. If you have any ideas for the event, please contact Matthew Woodard.</p>	
<ul style="list-style-type: none"> April Principal Meeting Agenda 	All	Dale	10 min		
<ul style="list-style-type: none"> 3rd Quarter Coaching 	All	Dale	10 min		
<ul style="list-style-type: none"> Administrative Services Update 	All	Jack	10 min		
<ul style="list-style-type: none"> Auxiliary Services Update 	All	Matthew	10 min		
Learning Division					
<ul style="list-style-type: none"> What do principals and CSS admin need to know and do? 	All	Wade	5 min	<p>Grant and Federal Program Updates: Free and Reduced Lunch - We are currently at 67.32% 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>	
<ul style="list-style-type: none"> Grant and Federal 	GCS	Wade	10 min		

Program Updates					
<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>District PDSA Meeting – Don’t forget to conduct your first meeting during the month of March. If any team lead has issues with contacting their team members, please contact Wade Auman. If any team lead has issues accessing the shared Google Drive, please let Wade Auman know. Team leads will be able to set the level of rights for their team members to the Google folder. If anyone has questions, feel free to reach out.</p> <p>ELISS Grant Survey – As a requirement of the grant, our students participating in any grant funded program need to take a survey provided by the grant strategist. Please use the link below to have students submit responses to the questions: https://survey.alchemer.com/s3/6706877/CIS-Montgomery-County-Schools-2022-Student-Survey</p> <p>NC Arts Council Grant Opportunities – Join the Office of Learning Recovery & Acceleration and the NC Arts Council Arts in Education Director, Kathleen Collier, to learn more about current and upcoming grant opportunities and their deadlines. There will also be a Q&A for PSUs looking for arts enrichment opportunities. This webinar will be for art teachers, federal program managers, district grant managers, principals, and all other interested parties.</p> <p>Join the webinar here on Wednesday, March 16 at 11:30 am.</p> <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>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</p>
	GCS	Terri	10 min		
	GCS	Terri	10 min		
	GCS	Chuck	10 min		
	GCS	Vance	10 min		
	GCS	Jessica	10 min		

			<p>recommendations/ideas for this grant, please submit ideas to Wade Auman. The Program Model Development meeting is today.</p> <p>Building Engineers in K-5 classrooms Conference - Join K-5 STEM educators from across the state at Sandhills Community College for the Building Engineers in K-5 Classrooms Conference April 19-20. The conference will offer more than 40 hands-on robotics & engineering PD opportunities!</p> <p>Registration is free, but limited. Learn more and register here.</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>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.<ul style="list-style-type: none">○ Q3 Walkthroughs need to be completed by	
--	--	--	--	--

3/25 and entered by 3/28. I will share access with you on 3/28 so you can prepare for your Q3 coaching session.

- Scheduling continues for current high school students. We will begin with rising 9th graders on the following dates
 - WMS 3/15 and 3/21
 - EMS 3/16 and 3/22
- CCRG initial webinars are complete – I will be working on an implementation timeline in the coming weeks

Title IX Updates

- Please make sure you are reporting ALL possible Title IX issues to Ms. Shaw.

CTE Updates

- Actively working to gather data for 21/22 and 22/23 CLNA process
- 3/15 CTE PLC/PDSA Meeting - CTE Building
- NCCAT CTE Teacher of the Year – sent email to secondary principals on 3/9. Please email the name of anyone you would like to nominate

Upcoming Dates/PD

- MCC Career Fair 3/17 12:00-3:00 at Uwharrie Mountain Lodge
- March 28-31 Career Themes at Elementary Schools
 - [Career Week Details](#)
- SS Leaders Institute 3/29-3/30 9:00-12:00 [Link to register](#) (I sent to MS and HS IFs)
- 3/21 English II PDSA Meeting 3:00
- 5th grade Visits to Middle Schools
 - March 30: 5th Grade to Visit Middle Schools
 - Candor: 8:30 -9:45
 - Green Ridge: 10:00-10:45
 - Star: 12:30-1:15

- Page Street: 8:30-9:45
- Mt. Gilead: 10:00-1:45

Elementary/Curriculum Support Update:

Instructional Rounds will take place at Page Street Elementary on Wednesday, March 16 at 8:00 am. The next scheduled meeting is Wednesday, March 23 at Troy Elementary.

PreK and kindergarten registration continues this week. Mt. Gilead Elementary will host an event on Wednesday, March 16 from 12:00 pm – 6:00 pm. Candor Elementary will host an event on March 17 from 12:00 pm – 6:00 pm.

MCS has secured training dates for LETRS from Voyager Sopris. Information has been shared with elementary principals and IFs. Please make the dates a part of the calendar for next school year so that teachers and administrators can plan accordingly.

Reading Camp letters will be provided to elementary principals this week for K-5 students. According to RtA legislation, camp will be open to students in 1-3 grade who demonstrate one or more deficits in critical reading skills. Kindergarten, fourth, and fifth grade students will have the opportunity for extended learning and enrichment in reading, math, and science. Third grade students will be administered the Read-to-Achieve assessment if necessary. Fourth and fifth grade students will retake the EOG if necessary.

The next PACK meeting will take place on Friday, March 18 at East and West Middle Schools. Student mentors have received the plan for session three. Transportation arrangements will be the same as the previous Fridays.

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:

- April 1 Headcount: Please check all EC folders on your caseload for the following:
 1. That you have the folder in hand, at your school.
 2. All consent to serve forms (DEC 6) has been signed.
 3. Re-evals and IEPs are current as of April 1.
 4. Call us if you are missing anything or need help.

- Please be cautious of speech referrals for children in upper elementary grades (3rd -5th grades). Speech referrals will only be screened for speech needs/NOT academic needs. Academic concerns must go through your MTSS teams. Speech is not a side door around MTSS. Not all kids who struggle need an IEP.

- If you have had an initial referral this year, please send Dee Dee the student's name and grade. This includes **all** referrals, even out of state and Pre-K. If you have completed a re-eval **with** testing, please send Dee Dee the student's name and grade. She is using this information to compare to data in ECATS to make sure all information is showing correctly for our district.

- 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.

- For any questions or concerns, do not hesitate to contact us. We are here to support you!

Upcoming Important Dates/ Reminders:

Date	Event/Details
March 15	Speech Team Meeting 2:00
March 25	End of 3 rd Grading Period for grades K-8, Mid-Term for grade 9-12 3Hr Early Dismissal for all students-Professional Development
March 29	Behavior Support Team Meeting 2:00
March 31	Transition Team Meeting in rm #1541@ MCHS—All EC teachers who teach 5 th and 8 th grade students must attend this meeting.

Pre-K Update:

Thanks to the School Nurses for their help during our Pre-K and K Registrations. They are providing vision and hearing screenings to all the children that attend and meeting with parents to answer any questions they may have.

Differentiation Update:

NC GEAR Up Grant

- Rosters/Attendance from any school events should be submitted to Jessica Lowder.
- Gear Up Learning Summit: June 20th & June 21st.

MTSS

- MTSS Behavior PD for Elementary and Middle School Guidance Counselor's- March 24th, at 1:00 PM in the Staff Development Room.
- The *Evaluate and Revise* section of student plans should be filled if the cycle is complete. Students should not have long standing open cycles, and if so, should be moved. This ensures interventions can continue appropriately in the spring/fall grade level

				<p>rollover. Instructional Facilitators are currently working with teachers on this process.</p> <ul style="list-style-type: none"> • Jessica Lowder will be contacting IF's and principals regarding the FAM-S which will take place in April/May. <p><u>AIG</u></p> <ul style="list-style-type: none"> • Eighth grade CogAT: March 21st-25th <p><u>Upcoming Competition Dates</u></p> <ul style="list-style-type: none"> • 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"> • March 9 - PERMA Survey Results @ Principals meeting • March 10 - Intent Letters Due (Please send these in ASAP) • March 7-13 - Do a Tornado Drill (Send to Ms. Harris) • March 18 - Dr. Ellis to attend Appalachian State University career fair (please let us know your search lists) Remember to follow Dr. Ellis to see real time data from the career fair. <u>MCS Interest Form - Google Forms</u> • March 29 - Grit to attend Western Carolina University career fair (please let us know your search lists) Remember to follow along to see real time data from the career fair. <u>MCS Interest Form - Google Forms</u> • March 30 - Grit to attend East Carolina University career fair (please let us know your search lists) Remember to follow along to see real time data from the career fair. <u>MCS Interest Form - Google Forms</u> 	

				<ul style="list-style-type: none"> • March 23 - PERMA Follow up 1:00 Zoom • March 1-31 - Teacher Working Conditions Survey 91.13% leading the sandhills <p>Message from DPI Congratulations to the following schools in your district for reaching 100% participation: Candor Elem Montgomery Central HS Montgomery County Early College Montgomery Learning Academy Star Elementary Troy Elementary</p> <ul style="list-style-type: none"> ○ Please talk with your representatives and try to get 100% <ul style="list-style-type: none"> • March (Begin the teacher allotment work) Individual School Teacher Allotment letters due by April 29, 2022 • March The human resource office and the office of accountability are working on a migration from Teacher Match to a Power School-based system. We will train principals in June and transition away from teacher match in July. This is a state-level change to move to a better platform that we hope will be more user-friendly for us all. Stay tuned. • March 31 Mentor Logs Due • May 13 TOY Interviews • May 16 Retirement Banquet (STARworks) Time TBD <p>Accountability Update:</p> <ul style="list-style-type: none"> • No updates this week. <p>Data Managers Updates</p> <ul style="list-style-type: none"> • Educator’s Handbook 	
--	--	--	--	--	--

- All data managers, principals, and assistant principals have been trained in Educator's Handbook and Incident Importing. Contact Jessalyn Spell with any Educator's Handbook questions.
 - 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.
- **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.
- **Data Manager Meeting**
 - March 16, 2022, at 8:30 am in the Staff Development Room
- **Upcoming PowerSchool District Deadlines**
 - March 15, 2022- PMR 6 Due at the District Level

Testing Updates

- [Testing Chart Document](#)
- [Testing Calendar](#)
- The Access Testing Window is open!
 - The window is January 24-March 18, 2022
 - **All ACCESS materials must be dropped off as soon as testing is completed. Friday March 18th at 3:00 is the deadline for having testing materials back to Central Office.**
- **Spring WorkKeys Test Training**
 - March 15, 2022, 3:00-4:00 in the Staff

				Development Room <i>Teen Pregnancy Task Force</i> • No updates this week.		
Process Management • Media Minute • Other process issues?	LGI All	Katie Dale	5 min 5 min	Please get anything for School Connections to Katie.		
Budget & Resources • Budget Update	21 Sys	Mitch	5 min	No updates.		

Next Steps:

SP/SG – strategic priority and strategic goal

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