

Montgomery County Schools

Meeting Agenda

Group: Cabinet

Date/Time: 11/14/22- 9:00 a.m.

Place: Central Office

Facilitator/Leader: Dale Ellis

Attending: Central Support and Assigned Principals (Thanks to John LaChance 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	Our new EC Director, Clarkie Hussey, started today! Welcome to MCS! Good turnout for the Capital Christmas Tree! National Board Interest Meeting.		
Superintendent Division						
• What do principals and CSS admin need to know and do?	All	Dale	5 min			
• November BOE Agenda	All	Dale	10 min	Please get agenda items to Cindy Davis		
• November Principal Meeting Agenda	All	Dale	10 min	Please get agenda items to Terri Absher or Wade Auman		
• Administrative Services Update	All	Jack	10 min	Administrative Updates:		
• Auxiliary Services Update	All	Matthew	10 min	<ul style="list-style-type: none"> • November Awareness: November Awareness • International Education Week • National Hunger & Homeless Week • Dr. Jones Equity Walk was rescheduled to November 29, 2022 - in various schools. • Teaching in Color will be November 29, 2022- 3:30 pm @ MCHS Media Center. • Teaching in Color - https://forms.gle/j7n1vRop5MpDPMB7 Please promote to teachers - Years 4- up to participate. • Youth Mental Health Professional Development continues: Youth Mental Health 2022-23 • Circle Keepers Training will take place 11/16 and 11/18 from 9:00 - 3:00 pm @ Central Office • School Counselor Meeting will take place 11/17 beginning @ noon. • Upcoming Diversity and Inclusion Taskforce Meeting- November 21, 2022 @3:30 pm via Teams. 		

				<ul style="list-style-type: none"> • PACK will take place on Friday, November 18, 2022. • Upcoming Events: <ul style="list-style-type: none"> ○ https://g.co/kgs/LBvPru ○ https://www.google.com/search?ibp=htl;events&hl=en-US&q=events&kgs=34bb6ed6309c1253&shndl=-1&source=sh/x/im/textlists/detail/1&entrypoint=sh/x/im/textlists/detail&ibp=htl;events#fpstate=tl&detail&htidocid=L2F1dGhvcml0eS9ob3Jpem9uL2NsdXN0ZXJlZmVudC8yMDIyLTI5LTI5fDMwMjkyMDAzNDgwNzMyMTQwMDQ%3D&htivrt=events&htiq=events <p><i>Auxiliary Services Updates:</i></p> <p>Several capital projects are underway.</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 • Secondary Update • Elementary Update • Curriculum Support Update 	<p>All</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>5 min</p> <p>10 min</p> <p>10 min</p> <p>10 min</p> <p>10 min</p>	<p><i>Learning Division Updates:</i></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 78.75%. Make sure all newly enrolled students receive a form and encourage all students to submit a completed form to the school. • World Language Standards Survey – World Language teachers have the opportunity to provide feedback on the potential revisions to current standards. The purpose of this survey is to obtain input from each public school unit or PSU on the 	

<ul style="list-style-type: none"> • EC Update 	GCS	Kevin	10 min	<p>World Languages Standard Course of Study (SCOS) in order to inform revision decisions, which may include changes, clarifications, additions, deletions, or replacements to the current standards. https://ncdpi.az1.qualtrics.com/jfe/form/SV_6syqEwJOjT3xbgy</p>	
<ul style="list-style-type: none"> • Pre-K Update 	GCS	Vance	10 min		
<ul style="list-style-type: none"> • Differentiation Update 	GCS	Jessica	10 min		
				<ul style="list-style-type: none"> • K-12 Science Standards PSU Survey - The purpose of this survey is to obtain input from each PSU on the K-12 Science Standard Course of Study to inform any additional revisions, which may include changes, clarifications, additions, deletions, or replacements to the proposed draft standards. If you are interested in serving on the district review team, please email Wade Auman. More information and the survey will be provided soon. • District PDSA – School Leads need to schedule the Quarter 2 meeting to review any mapping documents and data. Please hold the Quarter 2 meeting prior to Christmas Break. If anyone has any questions, feel free to contact a Learning Team member. Also, please continue to use the shared resources folder in the district PDSA Google folders to share best resources. • Governor’s School – Student applications for NC Governor’s School have been posted on the web: https://www.dpi.nc.gov/media/15671/download?attachment Principals need to start promoting the opportunity to 11th grade students. Link to the Governor’s School website for additional information: https://www.dpi.nc.gov/students-families/enhanced-opportunities/north-carolina-governors-school Applications are due to the Central Office for review on November 30, 2022. Applications can be sent to Wade Auman or Jessica 	

Lowder.

- NC Instructional Leader Academy – Each participant for NC ILA should have received an email last week to register for the upcoming session. Session #2 will focus on Observation and Feedback. The next session will take place on December 6, 2022 at the Embassy Suites Airport venue in Greensboro beginning at 8:00 am. If you have any questions, please contact Wade Auman.
- MTSS – Any student that may be exhibiting potential academic concerns should be discussed during grade level PLCs and monitored for possible intervention. If the student still needs additional support, the MTSS team should meet to develop an appropriate intervention plan based on student need. This intervention plan should adhere to the standard treatment protocol to ensure fidelity to the system to ensure student needs are addressed. If anyone has questions regarding the MTSS framework, please contact Wade Auman or Jessica Lowder. All MTSS meeting minutes should be sent to Jessica Lowder and kept on file at the school.
- 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.
- Presidential Awards: The Presidential Awards nominations are now open! This year, you can nominate great 7-12 grade teachers of science, technology, engineering, mathematics, and computer science. Please go to <https://www.paemst.org/> to

nominate an outstanding teacher today! Nominations close on January 9, 2023.

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:

Governor’s School Applications: November 30, 2022

NC Instructional Leadership Academy Session #2:
December 6, 2022 (Embassy Suites, Greensboro)

Presidential Award Nominations: January 9, 2023 (STEM Teachers-Certified)

Montgomery 2020 Task Force meeting: November 10, 2022

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)
 - Q2 forms were sent out last week - those walkthrough started 11/7

				<ul style="list-style-type: none">• 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 are doing a fantastic job!!! Students are not participating as much as hoped, but they are being given the opportunity.• Please encourage the use of IXL- All middle and high school teachers have an IXL account and have access to resources. All middle school students have student accounts in all core classes. High School math and ELA students have student accounts in Math and ELA. <p>Title IX Updates</p> <ul style="list-style-type: none">• I will do a 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.<ul style="list-style-type: none">○ Nov 22, 2022○ Jan 19, 2022○ Feb 15, 2022○ Mar 22, 2022○ Apr 25, 2022 <p>CTE Updates</p> <ul style="list-style-type: none">• 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	
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credentials available for students. We will talk more about this at the principals meeting

- [Credentials](#)
- November is NC Career Development Month - November 16th is National Career Development Day. We are fortunate to have two Career Development Coordinators in MCS - Matthew Swain and Kirk Watts

Upcoming Dates/PD

- 11/14 11:30 Meet with 8th grade teachers at WMS to talk about availability of pathways for next year for current 8th graders
- 11/16 National Career Development Day
- 11/22 12:15 Meet with 8th grade teachers at EMS to talk about availability of pathways for next year for current 8th grade
- 11/30 -- EMS 8th graders tour MCHS/MCEC
- 12/2-- WMS 8th graders tour MCHS/MCEC
- 12/5-12/9 -- Elementary School Career Week
 - Schedule will be sent out this week
- 12/8 - CTE/Electives/CCP Showcase with MCC at CTE Building (Lee knows this date)
 - 5:30-6:30

Elementary/Curriculum Support:

- The 60-day due date of NC ELI is Friday, November 18. All student information must be entered and finalized by that date. Please contact Terri Absher with any changes to rosters or questions.
- Instructional Rounds are scheduled at GRES on Tuesday, November 15 and at MGES on Wednesday, November 16.
- The next IF meeting will take place on Thursday, November 17 at the central office.
- The third LETRS Online Professional Learning is

scheduled for Friday, November 18 at 12:30 pm. The links will be provided to participants today. Copies of the handout will be delivered to schools prior to the training.

- High school teachers will take part in Culturally Relevant Teaching with an emphasis on poverty on Friday, November 18 from 12:30 – 3:30 in the auditorium at MCHS. The facilitator will be Dr. Dutchess Maye. Middle school teachers will meet on November 18 from 12:30 pm – 3:30 pm in the cafeteria at MCHS for poverty training.

EC Updates:

EC Director, Clarkie Hussey started today! Please welcome her to the MCS Family!

Pre-K Updates:

Letrs Training today from 1-4:00pm

PreK PLC on Friday, November 18 at Star Elementary beginning at 1:00pm

Differentiation Updates:

MTSS

- Students receiving supplemental or intensive intervention need to be in ECATS. Instructional Facilitators create the groups and intervention plans, Teachers enter progress monitoring data. Instructional Facilitators have been trained to create ad hoc groups and intervention plans for students.
- Parent letters required through SB 387 and IDEA must be sent home by November 21st. A copy of this letter must be filed in the student cum folder. If the student receives core support only (letter A) and the

				<p>status of needed support changes after this letter is sent home, the team can create an intervention plan and send home the appropriate letter at that time. This new letter would also be filed in the cumulative folder. Please contact Terri Absher or Jessica Lowder with any questions.</p> <ul style="list-style-type: none"> • School Counselor K-12 ECATS Behavior & Attendance Training-November 29th @3:00 PM. <p>Standing Reminders/Information</p> <ul style="list-style-type: none"> • Remember to keep meeting minutes on all MTSS meetings. Please scan copies to Jessica Lowder to keep on file. <ul style="list-style-type: none"> ◦ MTSS Meeting Summary <p><u>AIG</u></p> <ul style="list-style-type: none"> • IF's need to scan copies of AIG placement records to Jessica Lowder. These are due November 16th by 5:00 PM. A copy of these should be kept on file at the school if needed for communication. • Fall AIG Headcount in PowerSchool- November 30th <p><u>ESL</u></p> <ul style="list-style-type: none"> • LIEP Plans will be digitally signed in ELLevation. All meetings with signatures need to be completed by November 21st. • ESL PLC- Tomorrow November 14th @ 3:00 Staff Development Room 	
<p>Operations Division</p> <ul style="list-style-type: none"> • What do principals and CSS admin need to know and do? • Operations Update 	<p>All</p> <p>21 CP</p>	<p>Tracy</p> <p>Tracy</p>	<p>10 min</p> <p>10 min</p>	<p><i>Operations Updates:</i></p> <ul style="list-style-type: none"> • November 14, BTOY portfolio due • November 16, WCU Recruitment Visit • November 17, Calendar Committee 3:30 Central Office (Working on alternatives to end the first 	

<ul style="list-style-type: none"> Accountability Update 	LGI	Jessalyn	10 min	<p>semester before the Holidays)</p> <ul style="list-style-type: none"> November 30, Mentor Logs Due (Jordan Wilson) December 8, Calendar committee 3:30 Central Office December 9, First semester BT support documentation from IF's due to Jordan Wilson December 15, Mentor Logs Due <p>Accountability Updates:</p> <ul style="list-style-type: none"> Negative lunch balance callouts have been moved to Tuesdays. Due to some delayed syncs with PowerSchool and Blackboard callout system, it was best to change this evening these callouts occur. They will still only happen once a week. The ESSA Long-Term Goals webpage has been updated. Please access the following link to track progress towards long-term goals for your school. <ul style="list-style-type: none"> https://accrpt.tops.ncsu.edu/essa_ltg/ltg.html <p>Data Managers Updates</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. Upcoming PowerSchool Reports <ul style="list-style-type: none"> None at this time. Next Meeting <ul style="list-style-type: none"> November 16, 2022 at 8:30 in the Staff Development Room at Central Office <p>Testing Updates</p> <ul style="list-style-type: none"> 2022-2023 MCS Testing Calendar 2022-2023 MCS Testing Chart MCS District Testing Plan 	
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- NCDPI has updated the WIDA Test Administrator Certification requirements. All assessment administrations will require test administrators to complete the corresponding training course annually and provide training certificates to Jessica Lowder and Jessalyn Spell prior to each assessment administration. ***This training is only good for a school year, not a calendar year.*** All test administrators must complete this training during the 2022-23 school year prior to administering any tests.
- Upon completion of any check-ins at the school level, please email Jessalyn Spell. ISRs will be pulled from the Secure Shell at that time for your school and placed on Google Drive to be distributed to students and parents.
- Open Testing Windows
 - November 14-18, 2022
 - Fall Check-In #3 Semester Based Biology: **Evolution and Genetics** Window
 - November 1-16, 2022 (window has been extended due to some students out for illness)
 - **NC Check-Ins Grade 3** Reading and Math
 - **NC Check-Ins Grade 5** Earth Science (***MGES Life Science***)
 - **NC Check-Ins 2.0 Grades 4-5** Reading and Math

ACT Training Needs

- If you would like any data or professional development from the Assessment and Care Team for your school, PLCs, or PDSA groups, contact Jessalyn Spell to discuss and set-up.

<p>Process Management</p> <ul style="list-style-type: none"> • Media Minute • Other process issues? 	<p>LGI All</p>	<p>Susanna Dale</p>	<p>5 min 5 min</p>	<p>Marketing Updates:</p> <ul style="list-style-type: none"> • Marketing initiative – creating content to tell teacher and student stories. Principals, if you are aware of anything exciting happening in your building, please let Susanna Kornegay know. • Thank you to everyone who is keeping the school webpages updated, they look great! • 5x5x5 Marketing Initiative – please share all videos on the Montgomery County Schools Facebook page to increase views! <ul style="list-style-type: none"> • Jodi Cole Beginning Teacher of the Year: 4,880 Facebook + 32 YouTube = 88 views left • Brent Salazar: 3,907 Facebook + 8 YouTube + 986 Instagram = 99 views left • Alyssa Cummins: 3,340 Facebook + 2 YouTube + 1,034 Instagram = 624 views left • Green Ridge Giant Family: 3,054 Facebook + 24 YouTube + 525 Instagram = 1,397 views left • Iris and Sabel: 2,912 Facebook + 10 YouTube = 2,078 views left • Letterland: 2,276 Facebook + 64 YouTube + 79 Instagram = 2,581 views left • Delana Cagle/Tennis: 2,350 Facebook + 1,145 Instagram = 1,505 view left • School Connections Content to Sean Maness. • Marketing Committee – please keep an eye on those deadlines set on your school marketing plan and update them if needed. If you need support, please let Susanna or Sean know. 	
<p>Budget & Resources</p> <ul style="list-style-type: none"> • Budget Update 	<p>21 Sys</p>	<p>Mitch</p>	<p>5 min</p>	<p>Budget Updates: No updates at this time.</p>	

Next Steps:

SP/SG – strategic priority and strategic goal

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