

Montgomery County Schools

Meeting Agenda

Group: Cabinet

Date/Time: 12/5/22- 9:00 a.m.

Place: Central Office

Facilitator/Leader: Dale Ellis

Attending: Central Support and Assigned Principals (Thanks to Enoc Robledo 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>We had a great time with our 8th graders visiting high school, CTE building, and the early college.</p> <p>Caroline's stockings were successful</p> <p>The Golden Regiment Marching Band had a wonderful holiday concert.</p>		
Superintendent Division						
<ul style="list-style-type: none"> • What do principals and CSS admin need to know and do? 	All	Dale	5 min			
<ul style="list-style-type: none"> • December BOE Agenda 	All	Dale	10 min	The meeting is set for this month.		
<ul style="list-style-type: none"> • December Principal Meeting Agenda 	All	Dale	10 min	Please get agenda items to Wade Auman or Terri Absher		
<ul style="list-style-type: none"> • Administrative Services Update 	All	Jack	10 min	<p>Administrative Updates:</p> <ul style="list-style-type: none"> • December Awareness: December 2022 • TAG Meeting: Wednesday, December 7, 2022 @3:30 pm • PACK Session #2: Friday, December 9, 2022 • School Counselor Meeting: Thursday, December 15, 2022 @ Noon • <u>Upcoming Events:</u> <ul style="list-style-type: none"> ○ https://www.eventbrite.com/e/christmas-at-the-drive-in-a-charlie-brown-christmas-the-polar-express-tickets-473043484797?utm-campaign=social&utm-content=attendeeshare&utm-medium=discovery&utm-term=listing&utm-source=cp&aff=escb ○ https://www.troy.nc.us/Calendar.aspx?EID=644 		
<ul style="list-style-type: none"> • Auxiliary Services Update 	All	Matthew	10 min			

<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><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 78.73%. Make sure all newly enrolled students receive a form and encourage all students to submit a completed form to the school. • NC Instructional Leader Academy – The session will take place tomorrow at the Embassy Suites Airport venue in Greensboro beginning at 8:00 am. Session #2 will focus on Observation and Feedback. If you have any questions, please contact Wade Auman. • Digital Learning Coach Meeting – There will be a DLC meeting on December 13, 2022. If anyone has topics/concerns to be discussed, please contact Wade Auman. • Federal Programs Monitoring Visit – Representatives from NCDPI will visit MCS on January 12, 2023 to monitor our Federal Programs for compliance with federal law. Your school may be contacted to provide documentation to justify expenditures from any of the federal level funding sources. If anyone has any questions, feel free to contact Wade Auman. • Federal Programs Pre-Monitoring Visit – We have a pre-monitoring visit scheduled for December 14 to prepare for the upcoming monitoring visit by NCDPI. If anyone has questions regarding the upcoming monitoring visit, please email Wade 		

Auman or Terri Absher for us to bring them up.

- School Improvement Plan Coaching Comments – The Learning Team will begin adding monthly coaching comments in the Indistar system for school improvement plans. Please make sure you are posting meeting agendas and minutes into the system. Each SIT meeting should focus on an indicator.
- 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.
- 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.
- Arts Education Standards Survey - The NCDPI team is seeking input on the current K-12 Arts standards. The survey is being shared to gather thoughtful input and comments from stakeholders familiar with the Arts Standard Course of Study 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_cORnxoKXtTsZNfo

- 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:

- NC Instructional Leadership Academy Session #2: December 6, 2022 (Embassy Suites, Greensboro)
- Montgomery 2020 Task Force meeting: December 8, 2022
- Digital Learning Coach Meeting – December 13, 2022 @ 1:00
- Presidential Award Nominations: January 9, 2023 (STEM Teachers-Certified)

- Federal Programs Monitoring Visit (NCDPI) – January 12, 2023

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
- 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.
 - 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.
 - Upcoming Training in December – Registration link was sent in an email
 - Math Focus: Wednesday, December 7, 3:30-4:30 p.m.
 - English Focus: Thursday, December 8, 3:30-4:40 p.m.

- 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.

Title IX Updates

- 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.
 - Dec 13, 2022
 - Jan 19, 2022
 - Feb 15, 2022
 - Mar 22, 2022
 - Apr 25, 2022

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 principals meeting
 - [Credentials](#)

Upcoming Dates/PD

- 12/5-12/9 -- Elementary School Career Week
 - [Schedule](#)
 - Please start advertising!!! Post on FB and include in your weekly call out!
- 12/8 - CTE/Electives/CCP Showcase with MCC at CTE Building

○ 5:30-6:30

Elementary/Curriculum Support:

K-5 teachers should be working on LETRS Unit 2, Session 8 this week. If a teacher did not attend the online professional learning session on December 1, please contact Terri Absher to register for a make-up session.

The IF meeting scheduled for December 15 has been cancelled.

The Star Heritage Association would like to resume tours for fourth grade students in the spring. Possible dates in March and April will be presented to elementary principals during our December meeting.

Professional development through PTEC can be found at www.ptecnet.org. Principals, please contact Terri Absher for assistance with registration.

EC Updates:

ALL EC and support providers need to provide a copy of their updated schedule for 2nd semester to Mrs. Hussey by Dec. 16th

Keep us out of trouble notes

- ***If you ever get a subpoena, please let our office know so we can work with the lawyer to determine exactly what is being requested.***
- ***Do not miss a 90-day timeline.***
- ***PLEASE do not approve anything on an IEP that costs us extra money, without clearing that through our office first....BUT***
- ***Do not tell a family that we can't provide a service,***

we can always check into it!

STATE UPDATES

- EC Process Reminders for Triennial vs. Programming Reevaluation NC DPI has determined that an information box in ECATS connected to the Reevaluation Decision is causing confusion with IEP Teams; particularly when the reevaluation is either a Triennial or a reevaluation outside of the three-year requirement. Beginning the evening of November 14, the information box that appears at the bottom of the EC Process>Reevaluation>Reevaluation Decision will be changed.
- Currently when teams make the decision to collect formal data for “Programming Only” an Information box appears at the bottom of the Reevaluation Decision page: As of November 14, 2022, this Information box will be revised to include more detail stating: “For Triennial Review, complete an Eligibility Determination to complete the process. For Reevaluations for Programming only, no Eligibility Determination is required.”
- EC Process Reminders: 1. A Triennial Review (reevaluation) has a regulatory requirement to consider eligibility and programming every three years. Therefore, an Eligibility report is required to reset the 3-year triennial clock. a. If formal evaluation(s) are requested for eligibility, the Eligibility Determination is finalized by the IEP Team once the evaluations are completed. b. If formal evaluations are requested for “programming only”; then the Eligibility Determination is completed, and the IEP Team reconvenes when the evaluation(s) needed for programming are conducted to review and revise the IEP with the new evaluation

data. 2. If evaluation data are required for a reevaluation outside of the triennial review for the purpose of eligibility, a new Eligibility Determination is required once the evaluations are completed, and an eligibility decision is made by the IEP Team. 3. If evaluation data are required for a reevaluation outside of the triennial review for the purpose of programming, a new Eligibility Determination is NOT required once the evaluations are completed. However, the IEP Team must reconvene when the evaluation(s) needed for programming are conducted to review and revise the IEP with the new evaluation data.

**[Deaf and Hard of Hearing
ncdpi.instructure.com](https://ncdpi.instructure.com)**

 <p>Secondary Transition Overview</p> <p>Transition Requirements, Planning, & Monitoring 9-2020</p>	<p>Transition Tuesdays 1: Transition 101</p> <p>VIEW THE RECORDING HERE CLICK HERE FOR CEU OPPORTUNITY</p> <p>Presenter: Beverly Colwell NC DPI - EC Division</p>
 <p>Accessing Assistive Technology after Transitioning Out of School</p> <p>Tony Davis, Accessibility Resources Program Coordinator Katie Franklin, Hard of Hearing Services Specialist October 2020</p>	<p>Transition Tuesdays 2: Accessing Equipment and Services</p> <p>VIEW THE RECORDING HERE CLICK HERE FOR CEU OPPORTUNITY</p> <p>Presenters: Tony Davis, MSW & Katie Franklin, BS Division of Services for the Deaf and Hard of Hearing</p>

**[Post-Secondary Transition
docs.google.com](https://docs.google.com)**

[Padlet: Post Secondary Transition Resources for Students who are Deaf or Hard of Hearing Transition Tuesdays 1: Transition 101 VIEW THE RECORDING HERE CLICK HERE FOR CEU OPPORTUNITY Presenter: Beverly Colwell NC DPI - EC Division Transition Tuesdays 2: Accessing Equipment and Servi...](#)

Upcoming Dates & Reminders:

December 6th:

- Mid-term for K-8

Pre-K Updates:

- Beginning with November attendance, per child funding is based on total days present. Severe medical can be excused. Check in with parents as soon as possible. Contact Mr. Thomas for support.
- School Health Advisory Council meeting at 12:00pm (virtual) on December 7, 2022.

Differentiation Updates:

NC Gear Up (WMS,EMS, MCHS)

- Remember to scan sign-in sheets for any Gear Up events to Jessica Lowder.

MTSS

- District MTSS Meeting for IF's- Thursday, December 8th @8:30

ECATS Reminders

- Students receiving supplemental or intensive intervention must 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.

Standing Reminders/Information

				<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"> Parent consent letters for the AIG program must be signed and returned to the school. These will then be scanned to Jessica Lowder. Books for Battle of the Books were purchased and delivered to schools last week. Questions for practice have also been purchased and shared with school coaches. The upcoming holiday break is an excellent time for students to read! <p><u>ESL</u></p> <ul style="list-style-type: none"> Jessica Lowder will work with ESL staff to complete WIDA testing modules prior to access with the new annual requirement. 	
<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"> December 5, From Pearle Pratt: I am again writing to invite interested teachers and counselors to a support meeting for National Board Certification. We will meet on Monday, December 05, 2022 at 3:15pm on the campus of Montgomery County Early College. I am excited by the prospect of supporting candidates Montgomery County Schools. If you are interested in beginning or continuing your journey to National Board certification, then please let me know by the December 05, 2022 meeting date so that we can tailor support for each candidate and certification area. Contact Jordan Willson: Qualifications for Reimbursement of NBCT Module Fees: For teachers to be eligible for the National Board for 	

			<p>Professional Teaching Standards Certificate Reimbursement, they must have purchased and submitted all four components. Teachers who have purchased and submitted all four components of the National Board Certification will be reimbursed. For teachers who have not completed all four components will not be able to be reimbursed until all four are completed. The deadline to have all four completed and to be eligible for the reimbursement will be June 30, 2024.</p> <ul style="list-style-type: none">• December 8, Calendar committee 3:30 Central Office (Committee members should share the calendar draft with the school prior to the December 8, 2022 vote)• December 9, First semester BT support documentation from IF's due to Jordan Wilson• December 15, Mentor Logs Due Jordan Wilson• January 20 Classified Staff Evaluations due <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.• Upcoming PowerSchool Reports<ul style="list-style-type: none">○ PMR3 is due December 5, 2022, at the School Level• Next Meeting<ul style="list-style-type: none">○ December 14, 2022, at 8:30 in the Staff	
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				<p style="text-align: center;">Development Room at Central Office</p> <p>Testing Updates</p> <ul style="list-style-type: none"> • 2022-2023 MCS Testing Calendar • 2022-2023 MCS Testing Chart • MCS District Testing Plan • 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. <i>This training is only good for a school year, not a calendar year.</i> All test administrators must complete this training during the 2022-23 school year prior to administering any tests. • Upcoming School Testing Windows <ul style="list-style-type: none"> ○ WorkKeys Window December 5-9, 2022 <ul style="list-style-type: none"> ▪ MCHS and MLA Testing Tuesday December 6, 2022 ○ MCEC EOG Testing Window December 12-16, 2022 <p>ACT Training Needs</p> <ul style="list-style-type: none"> • 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</p> <p>All</p>	<p>Susanna</p> <p>Dale</p>	<p>5 min</p> <p>5 min</p>	<p>Marketing Updates:</p> <ul style="list-style-type: none"> • Marketing initiative – video content; we will reach out before coming to your school for videos. • MCS Holiday Christmas Card – please send submissions to Susanna by December 8th! • 5x5x5 Marketing Initiative – please share all videos on the Montgomery County Schools Facebook page to increase views! 	

				<ul style="list-style-type: none"> • School Connections Content to Sean Maness. • Please continue to capture photos and videos in your school and sharing them on our social platforms. 	
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.