

**Montgomery County Schools**

Meeting Agenda

**Group:** Cabinet

**Date/Time:** 2/14/22- 9:00 a.m.

**Place:** Central Office

**Facilitator/Leader:** Dale Ellis

**Attending:** Central Support and Assigned Principals (Thanks to Janet Deaton 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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<p><b>Celebrations</b></p>	<p>All</p>	<p>Dale</p>	<p>5 min</p>	<p>Promethean boards are up at Star Elementary and other elementary schools. Mrs. Deaton thanked Brian Helms and the technology staff for their support. Staff are very excited about this new technology for their classrooms!</p> <p>Dr. Seawell shared it was nice to see everyone wearing purple on Friday to raise awareness for sarcoidosis and in honor of Mrs. Della Ingram.</p> <p>Jan Ray had a very good editorial in the paper in the last week!</p> <p>MCEC had an ACT Olympics on Friday that went well.</p> <p>We had a good middle school wrestling tournament on Saturday!</p> <p>Please keep Mrs. Black in your prayers today.</p>	
<p><b>Superintendent Division</b></p> <ul style="list-style-type: none"> <li>• What do principals and CSS admin need to know and do?</li> <li>• March BOE Agenda</li> <li>• March Principal Meeting Agenda</li> <li>• COVID-19 Update</li> <li>• Administrative Services Update</li> <li>• Auxiliary Services Update</li> </ul>	<p>All</p>	<p>Dale</p>	<p>5 min</p>	<p>Dr. Ellis reminded everyone to be cautious in believing things you read on social media. He also wanted to remind everyone that he as well as administration is here for support.</p> <p>Please get anything for the March BOE agenda to Shannon and Dr. Ellis.</p> <p>Please get anything for the March Principals’ meeting agenda to Terri or Wade.</p> <p><b>COVID-19 Update:</b> Our positivity rate is 25.8% this morning. In order to go mask optional, we still have a way to go. The NC Toolkit has been updated. Effective 2/21/22 we will no longer have to quarantine exposed students. Information regarding the new changes will be shared soon.</p>	

			<p><b>Administrative Services Update: Happy Valentine's Day!</b></p> <p>Child Sexual Abuse Required PD the Deadline for completion is February 14, 2022. <a href="#">Child Sexual Abuse Prevention</a></p> <p>The final required PD of Teen Violence will begin on February 16th The deadline for completion is February 28, 2022.</p> <p>MCS Secondary School Counselor Meeting Thursday, February 17, 2022.</p> <p>PACK TIME will be Friday, February 18, 2022.</p> <p><b><u>Upcoming Events</u></b> <a href="https://www.starworksnc.org/starworks-events/2021/6/17/open-mic-e67ky-bjb7a-7t9v8-th9jf-8ej23-rwtlt-k8v3l">https://www.starworksnc.org/starworks-events/2021/6/17/open-mic-e67ky-bjb7a-7t9v8-th9jf-8ej23-rwtlt-k8v3l</a></p> <p><a href="https://www.eventbrite.com/e/town-creek-under-the-stars-winter-maker-tickets-262784233717?utm-campaign=social&amp;utm-content=attendeeshare&amp;utm-medium=discovery&amp;utm-term=listing&amp;utm-source=cp&amp;aff=escb">https://www.eventbrite.com/e/town-creek-under-the-stars-winter-maker-tickets-262784233717?utm-campaign=social&amp;utm-content=attendeeshare&amp;utm-medium=discovery&amp;utm-term=listing&amp;utm-source=cp&amp;aff=escb</a></p> <p><b>Auxiliary Services Update:</b> Jack Cagle and Matthew Woodward completed another safety assessment this weekend. They noticed every door had a prop beside it. Please be mindful of heating cost increasing and to do your part to conserve energy when possible.</p>	
<b>Learning Division</b>			<b>Grant and Federal Program Updates:</b>	

<ul style="list-style-type: none"> <li>• What do principals and CSS admin need to know and do?</li> </ul>	All	Wade	5 min	<p><b>Free and Reduced Lunch</b> - We are currently at 67.19% 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"> <li>• Grant and Federal Program Updates</li> </ul>	GCS	Wade	10 min	
<ul style="list-style-type: none"> <li>• Secondary Update</li> </ul>	GCS	Emily	10 min	<p><b>District PDSA Meeting</b> – All team leads have been sent invitations to meeting this week to discuss the start-up of the district PDSA process. Please attend whichever session works with your calendar, you do not have to attend both. Please bring any questions you have to the meeting.</p>
<ul style="list-style-type: none"> <li>• Elementary Update</li> </ul>	GCS	Terri	10 min	
<ul style="list-style-type: none"> <li>• Curriculum Support Update</li> </ul>	GCS	Terri	10 min	<p><b>21<sup>st</sup> Century Community Learning Center</b> – MCS will be applying for the 21<sup>st</sup> 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 March 4<sup>th</sup>.</p>
<ul style="list-style-type: none"> <li>• EC Update</li> </ul>	GCS	Chuck	10 min	
<ul style="list-style-type: none"> <li>• Pre-K Update</li> </ul>	GCS	Vance	10 min	
<ul style="list-style-type: none"> <li>• Differentiation Update</li> </ul>	GCS	Jessica	10 min	<p><b>Digital Learning Coaches Meeting</b> – The DLCs will be meeting with Wade Auman on February 16<sup>th</sup>. If anyone has any concerns or topics for discussion, please email them to Wade Auman.</p> <p><b>GEER/ESSER Monitoring</b> – NCDPI will be conducting a monitoring event with us on our GEER/ESSER funds. We will be turning in documentation on February 24<sup>th</sup>. Wade Auman will be contacting individuals for documentation this week.</p> <p><b>Teacher Quality Preparation Grant</b> – 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. We will be holding our initial meeting on February 15<sup>th</sup>.</p> <p><b>Girls on the Run</b> – Elementary Principals, if you are</p>

interested in your school hosting a team for GOTR, the season begins on February 21<sup>st</sup>. 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.

**Training Opportunities:**

**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>

**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.

**Optional PD offered by our Digital Learning Coaches** –

- o February 24, 2022 - Throwback Thursday - Microsoft - 3:00-4:00

Meeting link for all online

PD. <https://meet.google.com/lookup/d3doyf3354?authuser=0&hs=179>

**Grant Opportunities:**

**Snapdragon Book Foundation:**

[https://snapdragonbookfoundation.org/?fbclid=IwAR01zWdnZVaNBx1c-zH5cJ0GnPi0PdssG\\_KDK-eDq0fq-P0Ttix4ifB0](https://snapdragonbookfoundation.org/?fbclid=IwAR01zWdnZVaNBx1c-zH5cJ0GnPi0PdssG_KDK-eDq0fq-P0Ttix4ifB0)

**Dollar General Literacy Foundation – Summer Reading:**  
<https://www.dgliteracy.org/grant-programs/?#summer-reading>

**Secondary Update:**

Secondary

- 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 for high school and 8th grade students will start 2/21 –
- High School and Middle School Principals – Please make sure that students are able to utilize Major Clarity from Clever... If you have a student that does not see the Clever badge, let me know ASAP. Please have students login and take the career interest survey that pops up when the student logs in.

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
- 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.

			<p>Upcoming Dates</p> <ul style="list-style-type: none"><li>• 2/21 English II PDSA Meeting</li></ul> <p><b>Elementary/Curriculum Support Update:</b> Instructional Rounds begin this week at MLA on Wednesday, February 16 at 8:30 am. All principals should have received a calendar invite for individual schools. Please let us know if there are questions or conflicts.</p> <p>Instructional Facilitators will participate in Growth Check PD through iReady on Monday, February 21 to 2:30 pm. A calendar invite and meeting link has been sent to each Instructional Facilitator.</p> <p>PACK Time will take place on Friday, February 18 at 12:00 pm at East and West Middle Schools. We will be in touch with individual principals to finalize transportation.</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> <p>There are many free professional development opportunities through PTEC. The link to course offerings is: <a href="https://www.ptecnet.org/professional-development">https://www.ptecnet.org/professional-development</a>. Please contact Terri Absher if you would like to register for a session.</p> <p><b>EC Update:</b></p> <ul style="list-style-type: none"><li>➤ If you get an initial referral request from a parent or your MTSS team, please make sure that you let us know immediately.</li><li>➤ We will have EC Staff meetings this Wednesday and Thursday @ 3:30. Meetings will be virtual and calendar invites will go out on Monday.</li></ul>	
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- All certified EC staff will receive a copy of ***The Complete Learning Disabilities Handbook***. This resource was presented at our Fall EC Conference, and we will be discussing it during our staff meetings this week.
- 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 14	Regular School Day
February 16 &17	EC Staff Meeting @ 3:30 via Zoom
February 21	Mid-Term for grades K-8
February 22	Behavior Support Team meeting @ 2:00 via Zoom

**Pre-K Update:**

PreK and Kindergarten registration flyers were put in elementary school mailboxes and delivered out to the community agencies/daycares last week. Please make sure

these are given out to families.

**Differentiation Update:**

NC GEAR UP (EMS, WMS, MCHS)

- Parent surveys for 7th-9th grade families are posted on school websites. Please encourage these families to complete the surveys to provide feedback. Surveys will close Wednesday, February 16th.

MTSS

- Reading and Math PLC forms need to be completed in RTI:Stored by Instructional Facilitators by February 28th. Remember to always click *save plan* regardless of the auto-save feature.
- Guidance counselors need to update MOY *schoolwide and grade level behavior plans* in RTI:Stored by February 28th.
- As a reminder, please focus on core best practices during weekly PLC's.
- During the IF meeting on February 24th, we will have a district MTSS/RTI:Stored PD with all Instructional Facilitators from 8:30 AM to 12:30 PM.

\*Upcoming visits school MTSS meetings:

- WMS- February 15th
- EMS- February 16th
- PSES- February 21st
- CES- February 22nd

Competition Updates

- District Spelling Bee- Friday, February 18th @ 4:00 PM at CO
- UNCP Regional Virtual Science Fair- February 19th, 2022
- Battle of the Books team participant names are due to Jessica Lowder by February 18th at 5:00 PM.

ESL

				<ul style="list-style-type: none"> <li>No updates at this time.</li> </ul>	
<b>Operations Division</b> <ul style="list-style-type: none"> <li>What do principals and CSS admin need to know and do?</li> <li>Operations Update</li> <li>Accountability Update</li> </ul>	All  21 CP  LGI	Tracy  Tracy  Jessalyn	10 min  10 min  10 min	<p><b>Operations Update:</b></p> <ul style="list-style-type: none"> <li>February 10 - School Building Safety Inspection Forms due. April 13 (Next Due Date for School Building Safety Inspection Form and AccuTrain Videos)</li> <li>February 11 - NCEES Comprehensive (3<sup>rd</sup> peer observation, Standard (2<sup>nd</sup> observation) &amp; Abbreviated (2<sup>nd</sup> observation)</li> <li>February 9-18 - PERMA Survey for Certified Staff See email</li> <li>February 17 - EPI Job Fair (Virtual Elementary Principals in one room) (Secondary Math) See email</li> <li>February 25 - Mentor Logs due</li> <li>February 25 - Teacher of The Year from Each School (To HR)</li> <li>March - PERMA Survey Results @ Principals meeting</li> <li>March 1-31 - Teacher Working Conditions Survey</li> <li>Please talk with your representatives and make sure you get this done as close to March 1, 2022, as possible.</li> </ul> <p><b>Accountability Update:</b></p> <ul style="list-style-type: none"> <li><b>OCR CRDC</b> <ul style="list-style-type: none"> <li>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.</li> </ul> </li> </ul> <p><b>Data Managers Updates</b></p> <ul style="list-style-type: none"> <li><b>Educator's Handbook Imports</b> <ul style="list-style-type: none"> <li>Please refrain from using Writeback to</li> </ul> </li> </ul>	

complete any incident imports until our meeting this Wednesday. Discipline and incidents are being cleaned up and audited at this time.

- **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**
  - February 16, 2022, at 8:30 am in the Staff Development Room
- **Upcoming PowerSchool District Deadlines**
  - Spring Start and End Times-February 23, 2022
  - Spring Legislative Class Size Pull-February 28, 2022

***Testing Updates***

- The testing chart and testing calendar have been updated. ***Please click the links below for updated testing windows for this semester's check-ins.***
- [Testing Chart Document](#)
- [Testing Calendar](#)
- The Access Testing Window has opened!
  - The window is January 24-March 11, 2022
  - Any student who enrolls and is an English Learner (EL) student by March 4 must take the ACCESS test.

***Teen Pregnancy Task Force***

- No new updates at this time.

<b>Process Management</b> <ul style="list-style-type: none"> <li>• Media Minute</li> <li>• Other process issues?</li> </ul>	LGI All	Katie Dale	5 min 5 min	It is Love the Bus/Bus Driver Appreciation week and month. Please help show some love and appreciation on social media for your bus drivers and monitors.		
<b>Budget &amp; Resources</b> <ul style="list-style-type: none"> <li>• Budget Update</li> </ul>	21 Sys	Mitch	5 min	External auditors will be here tomorrow for the rest of the week. Mitch feels we are prepared and ready for a good audit!		

Next Steps:

SP/SG – strategic priority and strategic goal

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