

Montgomery County Schools

Meeting Agenda

Group: Cabinet

Date/Time: 10/24/22- 9:00 a.m.

Place: Central Office

Facilitator/Leader: Dale Ellis

Attending: Central Support and Assigned Principals (Thanks to Sloan Bourgeois and Adam Matthews 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	MCHS Tennis to State Tournament MCS Billboard is up on 220 N		
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"> November BOE Agenda 	All	Dale	10 min	Please send items to Cindy Davis		
<ul style="list-style-type: none"> November Principal Meeting Agenda 	All	Dale	10 min	Please send items to Terri Absher or Wade Auman		
<ul style="list-style-type: none"> Administrative Services Update 	All	Jack	10 min	<p>Administrative Services Updates: October Awareness Calendar-October Awareness Calendar</p> <ul style="list-style-type: none"> Red Ribbon Week Suicide Prevention PD Window Opens October 5, 2022 - October 28, 2022 Teaching in Color - https://forms.gle/j7n1vRop5MpDPMBr7 Please promote to teachers - Years 4- up to participate. Upcoming Events: <ul style="list-style-type: none"> https://g.co/kgs/kYNQ9i https://g.co/kgs/nFE3Zj <p>Auxiliary Services Updates:</p> <p>No updates at this time.</p>		
<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 	All	Wade	5 min	Learning Division Updates:		

<p>CSS admin need to know and do?</p>					
<ul style="list-style-type: none"> • Grant and Federal Program Updates 	GCS	Wade	10 min	<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 78.36%. Make sure all newly enrolled students receive a form and encourage all students to submit a completed form to the school. 	
<ul style="list-style-type: none"> • Secondary Update 	GCS	Emily	10 min		
<ul style="list-style-type: none"> • Elementary Update 	GCS	Terri	10 min	<ul style="list-style-type: none"> • NCVPS Progress Reports – Students taking NCVPS courses will have progress reports posted on October 27th. 	
<ul style="list-style-type: none"> • Curriculum Support Update 	GCS	Terri	10 min	<ul style="list-style-type: none"> • District PDSA – Please continue to use the shared resources folder in the district PDSA Google folders to share best resources. 	
<ul style="list-style-type: none"> • EC Update 	GCS	Kevin	10 min		
<ul style="list-style-type: none"> • Pre-K Update 	GCS	Vance	10 min	<ul style="list-style-type: none"> • School Improvement Plans – Work will continue to finalize plans prior to the November Board meeting. Wade Auman will contact schools to schedule meetings to fix revisions needed with each school. 	
<ul style="list-style-type: none"> • Differentiation Update 	GCS	Jessica	10 min	<ul style="list-style-type: none"> • Building Engineers in K-5 Classrooms – MCS will be applying to join Cohort 2 of the Building Engineers in K-5 Classrooms initiative. This opportunity will help develop curriculum aligned to standards for our STEM Specials. If accepted, we will be selecting 10 individuals to participate in the PD and plan development. We will update once the selection process has been completed and we find out if we have been accepted. 	
				<ul style="list-style-type: none"> • 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. 	

				<ul style="list-style-type: none">• 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.• 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.• 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. <p><i>Secondary Updates:</i></p> <ul style="list-style-type: none">• 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)

- Oct 28th is the cutoff date for Q1 CWT
- Q2 forms will be sent out 10/31 - to start Q2 walkthroughs on 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.
- 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.
- High School Principals – Please make sure to complete the early graduation application for those students that plan to graduate early. Please see the link below for an electronic copy. These applications must be submitted by Oct. 28th for the November Board Meeting.
 - [Early Graduation Application](#)

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.

- Oct 27, 2022
- Nov 22, 2022
- Jan 19, 2022
- Feb 15, 2022
- Mar 22, 2022
- Apr 25, 2022

- Principals please make sure that staff that attended training sign off on the form that was provided to you last week.

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

- 10/26 3:15 Desmos Training at Central Office (not mandatory, very basic for beginners)
- 11/3 8:00-3:30 The North Carolina Council on the Holocaust would like to invite you to attend our in-person workshop, ***Antisemitism, Denial, and Distortion*** at Temple Beth El in Charlotte, NC – email was sent to instructional faciliators – Not mandatory, district cannot fund any costs associated, but the council will pay for the sub

11/14 11:30 Meet with 8th grade teachers at WMS to talk about availability of pathways for next year for current 8th graders – **Still need a date from EMS!**

Elementary/Curriculum Support Updates:

- Instructional Facilitators are invited to participate in a data chat with iReady on Wednesday, October 26 at 8:15 am. A Zoom link has been provided.
- Instructional Rounds will take place at 8:00 am on Thursday, October 27 at East Middle School.
- Travis Beverly, our AVID Program Manager, will visit our district on Wednesday, November 2. We will visit each of the AVID sites. Calendar invites will be provided today.
- 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:

No updates at this time.

Pre-K Updates:

Please make sure to complete the Site Monitoring Tool that was shared with teachers last week. Complete by October 31, 2022.

Sites should be completing the fire(monthly) and lockdown/shelter(quarterly) in place record/log. Add the great shakeout from last week to the form.

Differentiation Updates:

MTSS

- Instructional Facilitators will be working through academic core plans in ECATS. Please contact Jessica Lowder with any questions.
- District MTSS Meeting for Instructional Facilitators
 - October 27th @ 8:30 Staff Development Room
- When sharing the Standard Treatment Protocol, only share the live link and do not make a copy. The copy will not reflect any changes made to your staff.

Standing Reminders/Information

- Remember to keep meeting minutes on all MTSS meetings. Please scan copies to Jessica Lowder to keep on file.
 - [MTSS Meeting Summary](#)

AIG

- Instructional Facilitators are working on Placement Records and gathering any additional needed information.
 - This information includes: Gifted Portfolio, Slocomb Payne Teacher Perception Inventory
- After any required information is collected and decisions are made, parent letters and score reports need to be sent home.

ESL

- ESL Teachers completed LIEP plans during their work session last week. This includes instructional accommodations, services for the school year, goals, etc. These plans will be electronically signed by teachers.
- Instructional Facilitators will need to let Jessica Lowder know who cannot access their Ellevation account.

Operations Division					
<ul style="list-style-type: none"> • What do principals and CSS admin need to know and do? 	All	Tracy	10 min	<p><i>Operations Updates:</i></p> <ul style="list-style-type: none"> • Attorneys or investigators in your building. If they show up, instruct your staff that they are to only speak with the principal. Principals, we do not meet with attorneys without our attorneys present. If this happens, notify the central office. If an investigator shows up, call the central office for further steps, and let them know to submit an email with their questions. • InForce 911 (DLCs will attend faculty meetings, and we need to ensure everyone has the update) • October 21, List of Coaches for Winter Sports due to Crystal Douglas and Dr. Cagle • October 24, AP meeting Central Office (3:15) • October 25, Badge Program Central Office (4:00) • October 26, Mentor Logs due (Jordan Wilson) • October 27, 3rd grade dictionary day Rotary Estimated Schedule <ul style="list-style-type: none"> MGES 8:30 am PSES 9:20 am SES 10:05 am GRES 10:40 am CES 11:25 am • October 28, Pre-K Trick or Treat Central Office • November 8, Badge Program Central Office 4:00 – 5:00 • November 8, Youfactor Safety Video training (Slips, Chemical Hazard, Playground Safety, disruptive behavior) • November 9, Saftety Meeting 3:30 Central Office • November 9, School Building Inspections Due • November 11, Veterans Day Holiday • November 14, BTOY portfolio due 	
<ul style="list-style-type: none"> • Operations Update 	21 CP	Tracy	10 min		
<ul style="list-style-type: none"> • Accountability Update 	LGI	Jessalyn	10 min		

- November 16, WCU Recruitment Visit
- November 17, Calendar Committee 3:30 Central Office
- November 30, Mentor Logs Due (Jordan Wilson)

Accountability and Quality Updates:

- The ESSA Long-Term Goals webpage has been updated. Please access the following link to track progress towards long-term goals for your school.
 - https://accrpt.tops.ncsu.edu/essa_ltg/ltg.html
- Reminder to use the new OSS Parent Letter when printing letters after assigning an OSS in Educator’s Handbook. This letter contains the School Board Policy regarding Out of School Suspensions.
- Negative lunch balance call-outs go out on Mondays. These balances will be updated once a week on Mondays only.
- NCID System is still being worked on, all systems that are affected by this will continue to have issues. Updates will be provided as they are made available.

Data Managers Updates

- 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.
- Upcoming PowerSchool Reports
 - Retention/Promotion due October 25, 2022, by Noon
- Next Meeting
 - November 16, 2022, at 8:30 in the Staff Development Room at Central Office

Testing Updates

- [2022-2023 MCS Testing Calendar](#)

				<ul style="list-style-type: none"> • 2022-2023 MCS Testing Chart • MCS District Testing Plan • RtA Test Results will be pulled today and shared with schools via Google Drive by 5 pm. • Open Testing Windows <ul style="list-style-type: none"> ◦ Pre-ACT/CCRAA Grade 10 October 24-28, 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? 	LGI All	Susanna Dale	5 min 5 min	<p>Marketing Updates:</p> <ul style="list-style-type: none"> • We will be reaching out to principals as part of the marketing initiative to create content to tell teacher and student stories. If you are aware of anything exciting happening in your building, please let Susanna Kornegay know. • Everyone has been very active on social media, THANK YOU to everyone who has been taking and submitting pictures and videos to be shared. • School marketing plans are complete • 5x5x5 Marketing Initiative – please share all videos on the Montgomery County Schools Facebook page to increase views. • School Connections Content to Sean Maness. 	
<p>Budget & Resources</p> <ul style="list-style-type: none"> • Budget Update 	21 Sys	Mitch	5 min	<p>Budget Updates:</p> <p>No updates at this time.</p>	

Next Steps:

SP/SG – strategic priority and strategic goal

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