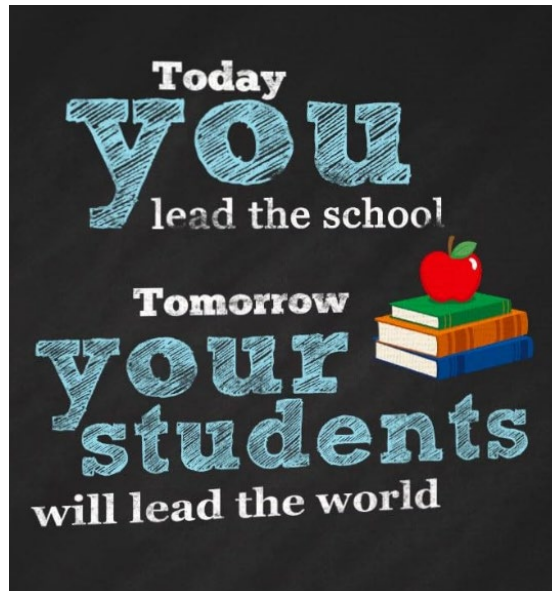


ARCHDIOCESE OF MIAMI OFFICE OF CATHOLIC SCHOOLS

PRINCIPAL NEWSLETTER MAY 23, 2024



A MESSAGE FROM THE SUPERINTENDENT

Dear Principals,

The countdown is on for the final days of school! I know you are doing your best to ensure these final days remain productive and calm. As we approach the start of Summer Vacation, I would like to provide you with the names of our new principals for the 2024/25 school year. The following individuals have been hired as new principals, effective July 1:

- Monsignor Pace High School: Lillian Dubon
- Our Lady of Lourdes Parish School: Clara Cabrera
- Our Lady Queen of Martyrs: Karen Alfred
- St. Agnes Academy: Luisa Serratore (currently Interim Principal)
- St. Coleman: Kim Eichholtz
- St. John the Apostle: Fr. Ricardo Rivera, Sch.P.
- St. Malachy: Zoraida Perez
- St. Mary Cathedral: Joci Zlatkin

In addition, three current principals are transferring to other schools. These principals are:

- Immaculate Conception: Bianca Acosta
- Mary Help of Christians: Lori St. Thomas
- St. Louis Covenant: Julie Perdomo

All new and transferring principals will be present for our opening Principals' Meeting on August 2nd. I hope you will join me in welcoming them to our family of school leaders!

Enjoy the rest of your week!

Yours in Christ,

Jim Rigg, Ph.D.
Secretary of Education
Superintendent of Catholic Schools

UPCOMING EVENTS:

May 23: ADOM Learning training at 10am.

May 24: Survey for Title I Provider due for Miami-Dade schools to OCS.

June 5: Last Day of School

June 7: Last Day for teachers

June 17: Returning teacher letters and agreements due to OCS; Principal Goals for 24/25 due to OCS

LOOKING AHEAD:

July 2: New Principal Meeting (ADOM Pastoral Center)

August 2: Opening Principals' Meeting (Immaculata La Salle High School)

ADOM LEARNING PLATFORM: As presented at the recent principals' meeting, we are about ready to roll out the new ADOM Learning platform which will house professional development offerings as well as the catechetical certification courses. Emails will be sent to all users when the platform is ready to go live. We expect this to happen later in May.

In light of this roll out, **there will be a virtual training for school administrators and state/catechetical certification coordinators on Thursday, May 23rd from 10:00 to 11:00am.** The topics covered will include a general orientation to the platform, the administrator functions, and how to obtain credit for courses taken on the platform. Please see the Microsoft Teams meeting link and details below.

[Join the meeting now](#)

Meeting ID: 224 064 300 595

Passcode: mfFvL7



EVERGLADES TEACHER SYMPOSIUM: The annual Everglades Teacher Symposium provides teachers opportunities to participate in engaging professional sessions, collaborate with community partners, explore new ideas for field studies, and gain content knowledge through facilitated discussions of the Greater Everglades Ecosystem with Everglades experts.

WHEN: Tuesday, July 16th from 8:30am-3:30pm

WHERE: Kovens Conference Center
Florida International University
Key Biscayne Campus

The annual symposium will provide teachers with tools, strategies, and resources to educate, inform, and engage future stewards of environmental stewards.

Register here:

<https://everglades.wufoo.com/forms/rks4ygu1j01x7m/>

FLDOE OFFICE OF SCHOOL CHOICE: Update Notification Form: From FLDOE: If there are changes of directors, please reach out to our office, providing the following information ...
The following documentation is needed for us to complete the request.

For the change of Director/Principal please submit the following:

- Update Notification Form (link below) Please be advised that the UNF cannot be signed by the individual being appointed.
- Level 2 Fingerprint VECHS report provided by FDLE - Send the most recent fingerprint report (dated within 5 years)
- https://www.floridaschoolchoice.org/PDF/Update_Notification_Form.pdf

Once the information is updated in the system, you will be instructed to print another copy of the school's **Annual Survey** and/or **Scholarship Compliance Form** to have signed and mailed to the School Choice office.

Any questions regarding the EMA portal or portals to access funding or disbursement please reach out to the scholarship funding organization (SUFS or AAA).

[Compliance Resource Manual](#)

PRINCIPAL PAYCHECKS for 2024-25 School Year:

Each year the first pay date of the bi-weekly cycle begins a day earlier than the prior year and two days earlier during a leap year. Consequently, the last paycheck (#26) of the July 1, 2023-June 30,2024 principal contract is to be paid on June 14, 2024. This was stated in your contract.

To prevent the effective date of new contract salaries from sliding earlier into June from year to year, the *2024-25 Principal compensation will be issued over 27 (twenty-seven) pay periods*, beginning on June 28, 2024 and ending on June 27, 2025. This means that your bi-weekly check will be smaller, as you will have one more paycheck than usual.

Similar to the intent of the "leap year" this is a periodic measure that we enact to account for the fact that the number of days in a year does not divide evenly by the number of days per week. We will be sharing this information with your employees who process payroll

PROFESSIONAL MENTORING PROGRAM: All PMPs submitted for the 23-24 school year were verified and already entered into the FLDOE database. If you have any questions, please feel free to reach out to bcummings@theadom.org.

RELIGION CERTIFICATION COURSES:

Initial and Renewal Certification Courses

In-person:

St. Agnes Academy

100 Harbor Drive

Key Biscayne, FL 33149

8:30am- 12:30pm

June 10-13, 2024

All initial certification courses

New renewal options

Up to two courses (20 hours) could be completed in only four days.

Link to register:

<https://www.onesimplifiedforms.com/ArchMiami/summerinstitute2024>

or attached QR Code



Online:

Introduction to Sacred Scripture

Introduction to the Profession of Faith Creed

Introduction to Liturgy and Sacraments

Introduction to Catholic Morality: Life in Christ

These courses will continue to be offered through CAVA (ADOM Virtual Learning).

More information to follow regarding all religion course offerings both initial and renewal this summer.