

# ARCHDIOCESE OF MIAMI OFFICE OF CATHOLIC SCHOOLS

## PRINCIPAL NEWSLETTER SEPTEMBER 14, 2023



### UPCOMING EVENTS:

- **Sept. 17:** Catechetical Sunday
- **Sept. 21:** Step Up Compliance Webinar (10:00 AM)
- **October 6:** ADOM Professional Development Day
- **October 12:** Principals' Meeting at St. Thomas Aquinas High School (8:30-2:00)



**SEPTEMBER 17 IS  
CATECHETICAL SUNDAY!  
LET US PRAY FOR THE  
MINISTRY OF ALL WHO  
WORK IN CATHOLIC  
EDUCATION!**

### A MESSAGE FROM THE SUPERINTENDENT

Dear Principals,

Although it may be difficult to believe, we are already approaching the end of our first full month of classes for the 2023/24 school year. I hope this has been a smooth and successful year for you so far. Remember that the month of September is an opportune time to begin performing classroom observations. The development of teachers reflects a core duty of the principal. I encourage you to dedicate time to observing and coaching teachers. Remember that we are implementing a new Teacher Observation and Evaluation process that should help streamline this process while still providing teachers with quality feedback. If you have any questions about this process, please contact Brenda Cummings at [bcummings@theadom.org](mailto:bcummings@theadom.org).

In addition, I am looking forward to seeing you at our next Principals' Meeting on Oct. 12. This meeting will take place at St. Thomas Aquinas High School in Ft. Lauderdale. While we are still finalizing our agenda, our initial plan calls for a mix of professional development, business items, and Mass. The afternoon will include a "legal update" featuring our Archdiocesan attorneys. We will also discuss the results of the teacher Recruitment and Retention survey. More information will be sent to you in the coming days!

Yours in Christ,

Jim Rigg, Ph.D.  
Secretary of Education  
Superintendent of Catholic Schools  
Archdiocese of Miami  
[ADOM :: Education \(miamiarch.org\)](http://ADOM::Education(miamiarch.org))

### CATECHETICAL CONFERENCE:

Date: **October 28, 2023**

Location: Archbishop McCarthy High School

Time: 9am-3pm

Cost: \$45

Renewal Hours: 10

Registration link will be sent in the next newsletter.

**EANS I:** The deadline to submit EANS requests is quickly approaching (September 30). Log in to ClassWallet to see your balance. If an item is pending, make sure you have addressed all correspondence from the FLDOE. If the invoice is pending over 90 days, please screenshot the invoice number and send to me along with your school number and if it is EANS I or II.

### FCC CONFERENCE UPDATES:

- The Wyndham Grand Clearwater Beach is unavailable at the group rate for 11/9-11/11.
- **11/12 is completely booked out.**
- In the group block, attendees have Monday, 11/13 & so on to reserve rooms.
- Rooms are filling up fast.

There are several hotels within walking distance of the Wyndham. Unfortunately, we do not have special rates with these hotels.

- Hyatt Regency Clearwater Beach
- Spring Hill Suites by Marriot or Residence Inn by Marriot (Same property location, two different hotels)
- Hilton Clearwater Beach

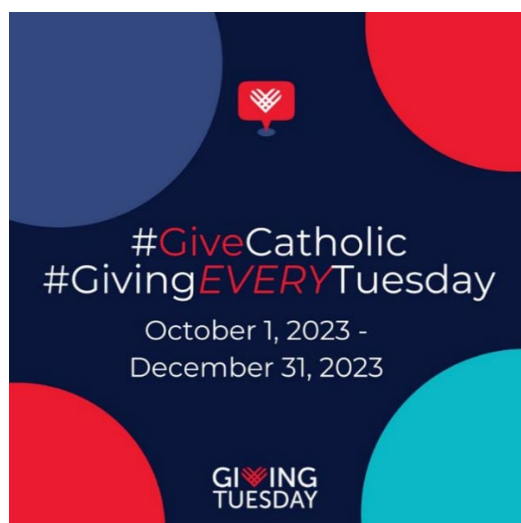
### FLORIDA'S ASSESSMENT OF STUDENT THINKING (FAST) using Star Early Literacy All Voluntary Prekindergarten (VPK)

Programs must implement the Coordinated Screening and Progress Monitoring Program assessment during PM1, PM2, and PM3.

Progress Monitoring Dates and Deadlines are based on each VPK Class Calendar listed on the VPK App. Any VPK Calendar changes will impact the classrooms' Progress Monitoring Dates. For the VPK Class-specific PM dates, please email [vpkteam@elcmdm.org](mailto:vpkteam@elcmdm.org)

**GIVING TUESDAY:** Register now: [GivingTuesday – ADOM \(adomdevelopment.org\)](https://www.adomdevelopment.org) for your parish, school or ministry to participate in #GiveCatholic for #GivingTuesday 2023! We're just 90 days away from our giving day. Starting October 1st, the Archdiocese of Miami embarks on an enhanced Year-End Giving initiative, embracing #GivingEveryTuesday until the year's end. This initiative paves the way for our annual #GiveCatholic giving day, scheduled for Tuesday, November 28, 2023, in harmony with the #GivingTuesday movement. This campaign offers a substantial platform for our parishes, schools and programs to spotlight their funding needs and the positive stories emerging from our diverse programs within our Archdiocese.

Your parish, school or ministry will enjoy an 8-week head start in participating in this impactful campaign, ensuring your contributions leave a lasting imprint on those in need.



**HOLOCAUST MEMORIAL Miami Beach** invites students to participate in Yad Vashem's "Who Is Your Hero? Stories from the Holocaust" project. This project aims to illuminate the stories of those who dared to defend humanity when, all around them, evil prevailed. The Holocaust Memorial Miami Beach will select a local winner who will receive \$250 and be entered into the international competition hosted by Yad Vashem: The World Holocaust Remembrance Center in Jerusalem, Israel. For more information about the project, please [click here](#).

### HUMAN RESOURCES/ HEALTH PLAN:

This is a reminder that your school's 10-month employees who are enrolled in any of the Health Plan benefits will begin deductions for premiums with the paycheck of September 22, and end with the paycheck of June 14, 2024. Please remind your payroll persons to remove the "Block Week 5" code to allow the deduction to occur on the December 29, 2023 paycheck. This special deduction schedule ensures that Health Plan coverage is not terminated for non-payment over the summer recess: Employees pay for 12 months of coverage over a 10-month period.

Attached please find the 2023-24 payroll calendar, which identifies the payroll period closing dates, payday, and Clergy/Religious paydates.

### PROFESSIONAL DEVELOPMENT TRAVEL REIMBURSEMENT:

Broward and Miami-Dade administrators and educators can submit partial travel reimbursement under Title IIA in the state. For more information about approved conferences and travel reimbursement, please visit: [Conference Travel Reimbursement \(google.com\)](#)

**SCHOOL READINESS AND VPK: School Readiness Program Assessment (SRPA) and Voluntary Prekindergarten Program Assessment (VPKPA)** The Early Learning Coalition in partnership with the Children's Forum is conducting onsite classroom assessments using the Classroom Assessment Scoring System® (CLASS®). As a reminder, assessments for the SRPA can be conducted at any time during the program business hours, contrary to VPKPA which can only be conducted during Voluntary Prekindergarten hours.

**STEP UP COMPLIANCE WEBINAR:** It will take place on **Thursday, Sept. 21 from 10:00-11:00 AM.** This webinar will cover crucial information about compliance requirements for the expanded FTC/FES Scholarship. We are encountering compliance issues in many schools this year, so your school's participation is extremely important.

***All schools should have their Scholarship Administrator (or equivalent) participate in this webinar.*** For most schools, this is likely the Bookkeeper or Registrar. However, principals and other administrators are welcome to attend as well. The webinar will be conducted by the staff of Verdeja, De Armas, Trujillo, and Alvarez, our scholarship auditing firm.

To access the webinar, please use the following

link: <https://us02web.zoom.us/j/82605216265?pwd=dStuM3k5Q0NjY3NNdGJYazFIUGc5QT09>. You should pass along this link to any participants who are joining from your school.

**TERRANOVA TESTING:** If your school is thinking about transitioning to online testing for the spring TerraNova NEXT, please be sure to test your internal internet and hardware infrastructure. One recommendation is to schedule an interim test (Star, IXL Diagnostic Snapshot, etc.) on the same day and at the same time for all the classes you plan to test in the spring. You should communicate the "practice" date and time to your IT team so that they can monitor your systems and hardware to identify possible issues. Should you have any questions or need additional support to plan this transition, contact Gabriel Cambert (gcambert@theadom.org).