

ARCHDIOCESE OF MIAMI OFFICE OF CATHOLIC SCHOOLS

PRINCIPAL NEWSLETTER MAY 15, 2025



UPCOMING EVENTS:

- May 19:** Deadline for Signed Principal Appraisals (Year 2+ principals)
- May 23:** ADT(s) due on ADOM Dashboard
- May 26:** Memorial Day (no school)
- June 4:** Last Day of Classes
- June 5-6:** Math Standards PD
- June 5:** IT Lunch and Learn
- June 6:** Last Day for Teachers
- June 13:** Data/Assessment Plan & PD Plan due on ADOM Dashboard
- June 23:** Deadline to submit signed agreements/letters to OCS (returning staff) and 25/26 Calendars

A MESSAGE FROM THE SUPERINTENDENT

Dear Principals,

Our Church rejoices as we welcome the election of Pope Leo XIV! As we celebrate the blessing of the first Pope from the United States (and a Catholic school graduate!), this is a time for both prayer and education in our schools. Papal transitions do not happen frequently, and this should be used as a moment to educate our students about the workings of our Church. Let us continue to pray for Pope Leo as he begins his new ministry.

I know life is crazy in our schools as we enter the final weeks of the school year. Please do your best to stay on top of the various requests and communications from the OCS. Do not hesitate to reach out if you have questions or needs. We are here to support you!

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

DATA DASHBOARD (Elementary):

As discussed at the May 1 Principals' Meeting, by **May 23, 2025**, school leaders should develop **at least one (but no more than three) Annual Data Target(s)** on the ADOM dashboard for the 2025-26 school year. This ADT should be personalized for your school based on the suggested ADT and your Spring 2025 TerraNova NEXT data.

By **June 13, 2025**, school leaders should complete their school-wide **Data & Assessment Plan** and **Professional Development Plan** on the ADOM Dashboard for the 2025-26 school year. These plans should explicitly include connections meant to help the school achieve the previously developed ADT; however, the plans should also include other data, assessments, and professional development activities that will be implemented in the upcoming school year which do not directly support their ADT.

IMPORTANT SPRING DIAGNOSTIC REMINDERS (I-READY):

The final spring diagnostic is well underway with **75% complete in Math and 89% complete in Reading**. As we finish strong, please keep an eye on rush flags to ensure we are capturing accurate data to measure growth to inform next steps. Please encourage teachers to closely monitor the diagnostic at every grade level.

I-READY FALL PD (Elementary):

As you know, the ADOM priority for elementary schools to adopt the i-Ready Assessment as a Formative (or Progress Monitoring Assessment) was launched for implementation in the 2024/25 or 2025/26 school year. We are planting the seeds for a strong 2025-2026 benchmark assessment year with **all** elementary schools administering the i-Ready Assessment. Save the dates to attend **one** of our

virtual **Rooted and Ready Leadership Sessions** for principals and curriculum leaders on **August 6 at 10am or August 7 @ 1pm**. These sessions are designed for leadership teams only and will be available in Register Me Live in the coming weeks. More information about virtual teacher training sessions by our iReady Professional Learning team will follow. Stay tuned!

MATH JUNE PROFESSIONAL LEARNING DAYS (Elementary):

Registration for the **June 5/6** Math Professional Learning days are available in RML. On these dates, we will be discussing the new math curriculum standards and related topics. Schools are limited to send up to **four individuals, one for each grade-level band**: PreK (teacher or director), K – 2nd, Grades 3 – 5 and Grades 6 – 8. You may send an AP or Curriculum Director as a substitute for either group; principals are welcome to attend but are not required. To ensure a successful learning experience and preparation, we kindly ask you to **RSVP in RML no later than May 19**. Educators need only attend one day (they do not need to attend both). If you have any questions, please email Shannon Isek (sisek@theadom.org) or Dr. LaTonya White (lwhite@theadom.org).

The dates, times, and locations are as follows:

- June 5 – St. Timothy Catholic School (McCarthy Hall) – 8:30am-11:30am (8:15am arrival/check-in)
- June 6 – All Saints Catholic School (Parish Hall) – 8:30am-11:30am (8:15am arrival/check-in)

MATH STANDARDS TRANSITION (Elementary):

As we prepare for the shift to Florida BEST Mathematics standards, the iReady diagnostic will align with the Florida BEST standards for both Math and Reading versus previously aligned Common Core Standards. Current iReady users are encouraged to **download and save any 2024-2025 reports** such as the colorful charts **before July 30**. Data will still be available as exports/CSV files, but not the colorful graphs that we know and love. On July 30, all users will not have access as the system resets for the new school year.

Please note: Historical data from the 2024-2025 school year will not appear in dashboards when the account is moved to FL BEST.

SCHOOL YEAR CALENDAR 2025/26:

Please email the final draft of your academic calendar for the 2025/26 school year to Dr. White (lwhite@theadom.org) on or before June 23. PDF version is preferred please and thank you.

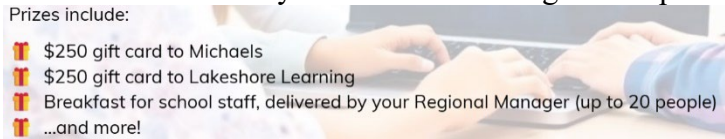
STEP UP – URGENT- If you receive an email stating the following it is important that you respond **as soon as possible**. *The Florida Department of Education (FLDOE) has notified Step Up For Students that schools may have student(s) who have been reported by their district as a public-school student in February 2025 of the 2024-25 school year. In your response, please copy Beatriz Ramirez, bramirez@theadom.org.*

- School Leaders are asked to ensure that compliance with the FLDOE is completed in a timely manner. This will allow for quicker status verification in EMA during the tuition and fee period.

	2025-26 Scholarship Application Dates		
	Private School Scholarship	Unique Abilities Scholarship	PEP Scholarship
Renewal Application Season	February 1 to April 30	February 1 to April 30	February 1 to April 30
New Application Season	February 1 to November 15	February 1 to November 15	February 1 to April 30

- Please note eligible and prohibited fees as stated in the handbook.

-Schools who are fully enrolled will be eligible for prizes:



- Finalized award amounts will be announced once the Governor signs the budget no later than July 1st.
- Sign Up to get updates delivered to your inbox on topics that match your interests. [LINK](#)
- Private School Handbook - [Private School Handbook.pdf](#)

ONBOARDING:

Human Resources is currently working on updating **Paylocity First Year Education Personnel Fingerprinting and Virtus Registration** which has the **old fingerprint document** included in the **First Year Education Personnel (mid-level administrators, counselors, and teachers) FT New Hire event**. For now, please ensure that the new hire have the Information Sheet and Consent Form from the Clearinghouse completed and returned to the school. They should be advised to await an email with instructions on how to register for fingerprinting.

LETTERS OF CONTINUED EMPLOYMENT:

Letters of Continued Employment for academic year 2025-26 are available in the Managers folder of the e-library. They should be issued to all non-instructional/non-contracted school personnel. There will be a Zoom Webinar to explain the individual letters on Friday, May 16 from 10:00 to 10:45. To join the meeting please click [here](#).

ANNUAL ENROLLMENT IN HEALTH PLAN BENEFITS:

Annual Enrollment in Health Plan benefits for Plan Year July 1, 2025-June 30, 2026 is open through May 31, 2025 for eligible archdiocesan employees in approximately 300 entities. In addition to the updated Benefits Guide there is a PowerPoint presentation available on the landing page of www.adomhealthplan.org. We strongly recommend having your bookkeeper / HR person present to faculty and staff, using the PowerPoint. Employees with questions should be directed to your bookkeeper / HR person, who can seek additional

clarification from Sugeily in the Benefits Office. Employees should not contact Sugeily directly.

FINGERPRINTING UPDATE:

A great big thank-you to principals for the push to register and renew the fingerprints of all school employees and vendors whose prints expire before June 30, 2026, through the AHCA Clearinghouse. From April 8 through the present profiles have been created for almost 400 employees and vendors, with determinations made on over 200 individuals. In order to get you results on new hires in a timely fashion, please take note of the following:

- 1. The columns in the Excel spreadsheet you are completing and sending to clearinghouse@theadom.org correspond to required fields in the individual’s Clearinghouse profile. Profiles cannot be created from incomplete entries and therefore such files will be returned to the sender, delaying the process.
- 2. Spreadsheets must be sent password-protected using the school Paylocity company ID as the password. Unprotected sheets will be deleted
- 3. Individuals who have their prints taken before a profile is created will need to start the process over again, costing wasted time and money.
- 4. Vendors are directed to work with the principal of the school where they will be serving. Should an individual from a vendor company serve more than one school, the principal of the second school will need to send the spreadsheet with the full name, date of birth and full Social Security Number to clearinghouse@theadom.org.
- 5. If you are experiencing a delay in background clearance notifications, please contact Lisa Pinto at lpinto@theadom.org.
- 6. New-hire and current employees needing renewals need to register as employees. We’ve had some register as volunteers so they don’t have to go through the Clearinghouse. This puts the corresponding school out of compliance.

THERE IS A LOT GOING ON DURING A VERY ACTIVE TIME OF THE YEAR! Make sure to take time to rest, recharge, and pray. May the Holy Spirit, through the intercession of the Blessed Mother, be with our Catholic schools as we enter the final days of the school year!



May Crowning Church of the Little Flower