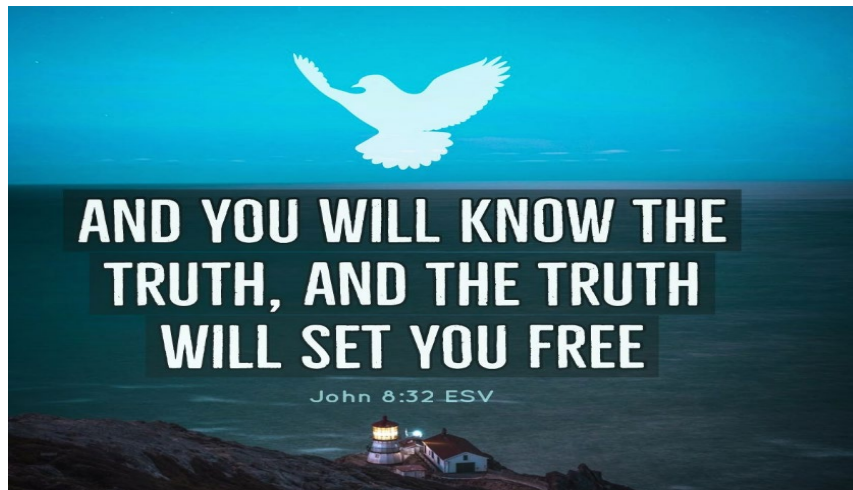


ARCHDIOCESE OF MIAMI OFFICE OF CATHOLIC SCHOOLS

PRINCIPAL NEWSLETTER JULY 11, 2024



UPCOMING EVENTS:

August 2: Principals' Meeting
(Immaculata LaSalle High School)
(8:15-3:00). Pastors are encouraged to attend in the afternoon.

August 5: New Teacher Orientation
(Monsignor Pace High School), 8:30 AM-12:30 PM

August 6: First day for teachers

August 13: First day of classes

A MESSAGE FROM THE SUPERINTENDENT

Dear Principals,

With the month of July underway, I would like to once again welcome our 7 new principals and 4 “transfer” principals as they begin their new duties. I encourage you to similarly welcome these principals, particularly those who might be new in your Council. You will have a chance to meet all of our new principals at our opening Principals' Meeting on August 2nd.

Based upon recent conversations, I am aware that many principals are still seeking teachers for the coming school year. We are still in the midst of a deeply challenging hiring climate for teachers. If you are still seeking teachers for next year, I would like to offer you the following suggestions:

- 1.) Keep looking! While we are in July, you may yet fill any vacancies at your school. Maintain your posting on the Archdiocesan website and interview and potential candidates. Don't give up hope!
- 2.) Multiple platforms: Make use of hiring platforms (e.g. LinkedIn, Handshake) and school social media. Utilize your networks to get out word.
- 3.) Ask your Colleagues: Leverage your principal colleagues (particularly those in your Council) for help. See if they have candidates that are still hireable but were not the right fit for their own schools.
- 4.) Consider Backup Plans: Later this month, I will distribute some suggestions for last-minute backup plans (e.g. subs, reassigning staff, CAVA teachers, etc.), similar to my communication from last summer. However, if you would like to have a preliminary conversation about backup plans, feel free to contact Dr. White, Dr. Edwards, or me. We are happy to discuss options with you. However, I would encourage you not to finalize any backup plan until later in the summer; you may yet find a good candidate for any vacancy!

I will continue to pray that more qualified educators consider service in our Catholic schools. We are also continuing our own direct marketing efforts to find candidates.

Finally, please note that this will be the only Principals' Newsletter for the month of July. Our next Newsletter will be distributed on Thursday, August 1. Remember that the OCS remains open throughout the month if you have any questions or needs.

Yours in Christ,

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

CERTIFICATION:

RML and Certification Training on August 8th

RML and Certification Training is open for registration. To register, please log into your RML account and register through your calendar. This training is only for principals, RML coordinators, and certification coordinators. Below is the Zoom information:

August 8, 2024 @ 1:00pm - 2:30pm

Zoom link to log into the training: <https://us02web.zoom.us/j/82144487327?pwd=7Ew18NAA0V6lrmWsgFayxlrJOlaw4J.1>

Meeting ID: **821 4448 7327**

Passcode: **784150**

If your RML coordinators have changed, please email the changes to teacher.certification@theadom.org so it can be reflected in RML prior to the training.

Separation Forms

Please scan and email separation forms for education personnel to teacher.certification@theadom.org.

RML Update Requests

Please do not forget to submit requests to inactivate teachers who are no longer employed at your school.

MID-LEVEL AND OTHER KEY ADMINISTRATORS – SECONDARY SCHOOLS:

Candidates for mid-level and key administrative positions in high schools must meet with Dr. Edwards prior to being appointed. This includes Academic Deans, Secondary School Vice-Principals, Directors of Campus Ministry, Deans of Faculty, Guidance Department Chairs, Athletic Directors, Directors of Finance/Business Managers, Directors of Admissions/Enrollment Management, Directors of Institutional Advancement and all other positions at the level of vice/assistant principal, dean or director. Following the meeting, the principal will receive a letter or email to confirm final approval or non-approval for appointment of the candidate to the position. The letter or email should become attached to the candidate's permanent personnel file upon the initial appointment.

NEW TEACHER ORIENTATION:

Remember that all teachers who are new to the Archdiocese must attend the New Teacher Orientation on Aug. 5 at Monsignor Pace High School (8:30 AM-12:30 PM). This includes teachers with prior experience outside of the Archdiocese (i.e. in public schools, other dioceses, etc.). New teachers of all subjects and grade levels should attend. Remember that you should register ALL new teachers ahead of this orientation via the following link: <https://forms.office.com/r/UEKaiSNi2G>.

Teacher aides/assistants may attend at the discretion of the principal. Please use the same link above to register any aides/assistants who will attend.

INTERNATIONAL TEACHERS - REMINDER:

The U.S. government grants special visas that authorize certain teachers to teach in their respective fields, in the U.S. Up until now the Archdiocese has declined petitioning to sponsor such teachers; the H1-B visas require a Labor Condition Application to the Department of Labor as part of the entity's petition; the J-1 visa also requires sponsorship and has a number of conditions and restrictions. Some principals have inquired about hiring teachers with these visas. We are reviewing our current practice and will provide more information in the coming weeks. Please send all inquiries on specific candidates with such visas to Lisa Pinto (lpinto@theadom.org) in the Office of Human Resources.

I-READY IMPLEMENTATION TRAINING:

i-Ready will be hosting TWO training options via Zoom: **August 7 from 12pm-2pm** and **August 8 from 9am-11am**. Please login to RML to sign-up for **ONE** session for faculty and staff to attend. This training is for all educators who are responsible for implementing and administering i-Ready in the 2024-2025 school year.

SET UP SCHOLARSHIPS – ENROLLMENT DEADLINE:

Step Up has set a deadline for students to receive funds for the second round of first quarter fund distribution. Students must be registered in EMA and confirmed by their parents no later than **8:00 PM on Friday, July 26**. It is very important that ALL students complete this process by this date; students who do not meet this deadline may not receive all Step Up funds for 2024/25. See the recent email from Step Up for more information.