

ARCHDIOCESE OF MIAMI OFFICE OF CATHOLIC SCHOOLS

PRINCIPAL NEWSLETTER NOVEMBER 7, 2024



A MESSAGE FROM THE SUPERINTENDENT

Dear Principals,

This is Vocations Awareness Week! I am hopeful that each of our Catholic schools is engaging in activities to foster vocations amongst the students. Let us pray that the Holy Spirit awakens vocations within our students, and grants them wisdom and courage in their discernment.

I enjoyed meeting with various high school midlevel groups in late October. We are truly blessed to have many excellent administrators in our schools. Later this month, I look forward to meeting with our elementary Assistant Principals (Nov. 14 at Immaculate Conception). Please see the announcement below for more information.

Finally, please continue to pray for our country during this time of transition. May God bless our democracy and inspire us to be a nation of hope, justice, and compassion!

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

UPCOMING EVENTS:

Nov. 11: No School (Veteran's Day, Teacher PD Day)

Nov. 14: Elementary AP Meeting (9:00-2:00, Immaculate Conception)

Nov. 25-29: Thanksgiving Week (no school)

Dec. 1: First Sunday of Advent

Dec. 5: Principals' Christmas Luncheon (12:00 PM)

Dec. 20: Last day of classes, end of the quarter/semester

Dec. 23-Jan. 3: Christmas Break

ACADEMIC DECATHALON:

Calling all Math Scholars! Please be aware of an exciting program available to your schools and classrooms. [The National Catholic Academic Junior High Decathlon \(AJHD\)](#) is a program where Catholic school students in grades 6, 7 and 8 work together to earn national recognition for their high academic performance in a variety of topics. Teams of 10 participate in a full day of activities which include a team Logic Quiz, team Super Quiz and eight Individual Subject tests. If you don't have the capacity for a full team, that's okay! You can also participate as a POD ("Part of Decathlon" small group) of 1-5 students who compete in the Individual Subject tests.

The first way to participate is to have a group of schools sign up and host an in-person Regional event. **The Diocese of Orlando will host the regional event on Saturday, March 1, 2025.** Winners from the Regional event will participate in a nationwide competition (virtual). The second way to participate is for an individual school to create a team or POD and participate in the Independent League, a virtual program. All teams in the Independent League compete with each other and the winner moves on to compete in the national competition. Participating Dioceses from the Florida Province joining the Archdiocese of Miami are the Diocese of Orlando and the Diocese of St. Augustine. Contact Dr. LaTonya White (lwhite@theadom.org) for more information.

Online Registration Open now through December 6 (\$400 per team)

To learn more:

1. Watch a 4 minute [AJHD video](#) from one of our past decathlon events!
2. Watch a recorded webinar that explains more about the Academic Decathlon:

CLICK [HERE](#) TO VIEW RECORDING Passcode: MHJ?7sJH

ACT TEST ADMINISTRATOR TRAINING:

Whether you're new to ACT testing or an experienced administrator, we encourage you to register for our upcoming District testing training webinars:

- [Accommodations Training](#) – **December 04, 2024, 2:00 p.m. CST.**
 - This Q&A session will provide training related to the Test Accessibility and Accommodations System (TAA) and requesting accommodations/supports for the ACT. We will also answer general questions related to accommodations and English learner supports.
- [Test Administration Training #1](#) – **January 08, 2025, 2:00 p.m. CST.**
 - This training provides test coordinators with an overview of all pre-test activities. Participants will be shown how to use our systems and all steps.
- [Test Administration Training #2](#) – **February 18, 2025, 2:00 p.m. CST.**
 - This training provides test coordinators with an overview of how to administer a successful test day. Participants will understand procedures for administering the ACT, including receiving and returning materials.

CERTIFICATION:

Request Links: For the 2024-2025 school year, we will continue to use the same requests links that we began using in the 2023-2024 school year. Please use the links to make requests. They include the following:

- RML Update Requests: <https://forms.office.com/r/fmYMNxEN4C>
- Certification Renewal Requests: <https://forms.office.com/r/DeuXTPPFwV>
- VOE and PE Requests: <https://forms.office.com/r/kJbNgdGbL8>

FDOE Deficiency Letter: FDOE recently made an adjustment to the process for submitting Reading points in VERSA. Subsequently, multiple teachers, whose credits were submitted for renewal during the transition period, have received deficiency letters indicating that they need 40 RDG points for renewal. If you have a teacher who receives a deficiency notice, please email teacher.certification@theadom.org.

ELEMENTARY ASSISTANT PRINCIPALS MEETING:

The meeting will take place on Thursday, November 14th from 9:00am-2:00pm at Immaculate Conception. **Please have APs register on RML ahead of the meeting.**

HOLY DAY REMINDER:

Please be reminded that the Vatican has decreed that the Feast of the Immaculate Conception will be moved to Monday, December 9, as December 8 falls on a Sunday. As such, schools should also plan on celebrating Mass on Monday, Dec. 9 for the Immaculate Conception of Mary.

OBSERVATION DOCUMENTATION LOG:

We are in the second observation window to conduct formal instructional observations. Remember to document observations using the ADOM Observation Document Log, which can be accessed [HERE](#) and e-Library – Schools – Education – Teacher Observations/Evaluations. Please email your Observation Documentation Log to Dr. LaTonya White (lwhite@theadom.org) by **December 6.**

PROFESSIONAL DEVELOPMENT DAY – NOVEMBER 11:

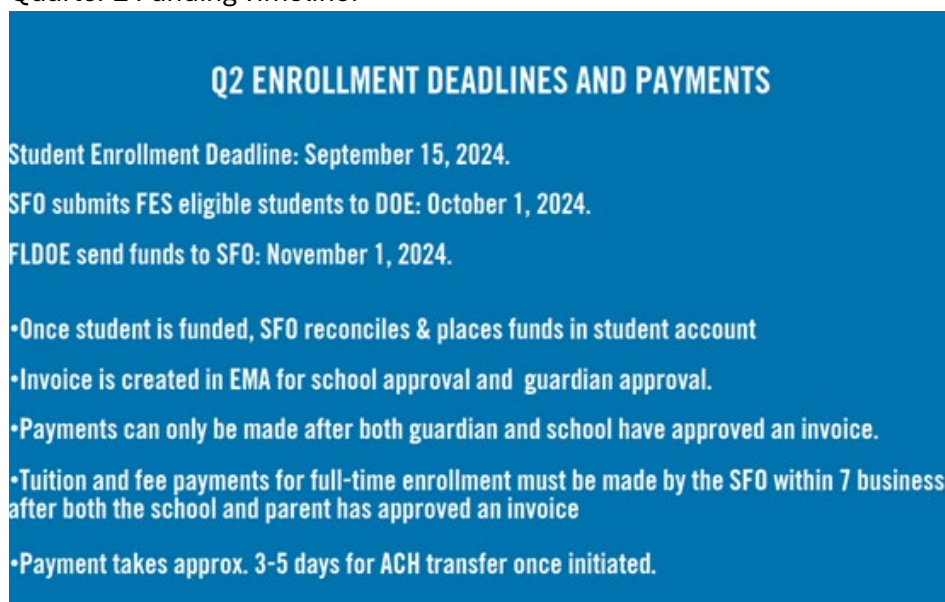
Are you still finalizing professional development day plans for November 11? Use the appropriate links below to request Professional Development opportunities from FACTS and/or Catapult. If you need assistance with planning quality professional development, please contact Dr. LaTonya White (lwhite@theadom.org) or Shannon Isek (sisek@theadom.org). The next Professional Development Day is scheduled for March 21, 2025 and should be planned at the local level.

Catapult PD Request Form: 24-25 School Year (Broward or Miami-Dade) <https://forms.office.com/r/PUwdxUhVjJ>

FACTS PD Request Form: 24-25 School Year (Miami-Dade Schools ONLY) <https://forms.office.com/r/rmWVZNs8m6>

SCHOLARSHIPS:

Quarter 2 Funding Timeline:



Q2 ENROLLMENT DEADLINES AND PAYMENTS

Student Enrollment Deadline: September 15, 2024.
SFO submits FES eligible students to DOE: October 1, 2024.
FLDOE send funds to SFO: November 1, 2024.

- Once student is funded, SFO reconciles & places funds in student account
- Invoice is created in EMA for school approval and guardian approval.
- Payments can only be made after both guardian and school have approved an invoice.
- Tuition and fee payments for full-time enrollment must be made by the SFO within 7 business days after both the school and parent has approved an invoice
- Payment takes approx. 3-5 days for ACH transfer once initiated.