

# ARCHDIOCESE OF MIAMI OFFICE OF CATHOLIC SCHOOLS

## PRINCIPAL NEWSLETTER



### NEW PRINCIPALS

Please be sure to welcome the new principals to the Archdiocese of Miami for the 2022-2023 school year:

- Melissa Hernandez: Good Shepherd
- Jenna McIntosh: St. Anthony
- Eric Palacio: Mary Help of Christians
- Lisa Young: St. Gregory
- Jorge Fleitas: St. Agnes Academy
- Maria Jebian: Annunciation
- Stephanie Paguaga: St. Lawrence
- Lisette Reijna-Naranjo: St. Michael the Archangel
- Heidi Suero: Nativity

The new principals were commissioned at a Mass on July 5.



New Principals for the 2022-2023 School Year

### A MESSAGE FROM THE SUPERINTENDENT

Dear Principals,

I hope you are enjoying the month of July. As recently announced via email, staffing changes have now taken place in the Office of Catholic Schools. I am very excited to welcome our new staff: Brenda Cummings (Associate Director for Academics) and Gabriel Cambert (Director of Continuous Improvement). I know you will find them to be of great value as you lead your school. Please do not hesitate to contact any member of the OCS if we can be of support!

In approximately three weeks we will be together for our opening Principals' Meeting. Remember that our meeting will take place on Tuesday, August 2<sup>nd</sup> at St. Thomas University. More information about location and parking will be sent to you in the coming days. It will be wonderful to be with all of our principals as a community of leaders. See you soon!

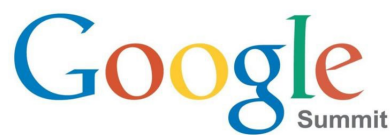
Yours in Christ

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

**“A vacation is having nothing to do and all day to do it in.”**

– Robert Orben

## UPCOMING EVENTS



AppsEvents Google for Education Summits are truly transformative in helping educators and schools fully integrate the free Google Workspace applications into their daily lives. The most innovative approaches to using Google Workspace for Education are the highlights of every summit. The teachers will learn the latest tips and tricks for using Google in their classrooms while having fun and networking. This is an amazing FREE opportunity for our teachers both Apple and Chromebooks schools. If you have ever sent teachers to a Google Summit, it runs around \$300 plus travel expenses. We are blessed to have this opportunity for our teachers. The summit will take place **Aug 8<sup>th</sup> and 9<sup>th</sup>** at St. Bonaventure, Davie and Our Lady of Lourdes Academy, Miami. Limited space available, so send to your teachers ASAP. **St. Bonaventure will hold sessions with specific speakers for K-5 and 6-8 teachers; Our Lady of Lourdes Academy will hold sessions with specific speakers for 6-12 teachers. REGISTRATION:**

[ADoM Broward and ADoM Miami-Dade Summit feat. Google for Education - Global Summits featuring Google for Education \(appsevents.com\)](http://appsevents.com)



In an effort to ensure that staff members at our schools are more fluent with the Rediker suite of products we have coordinated a series of sessions provided by Rediker trainer Kevin Mack. The table below gives you the date, time, brief description of the topics, and zoom links for each. **Note that the first session is Friday, July 15th.** For those who cannot attend the scheduled sessions, all the sessions will be recorded and I will share the link with you.

Please share this information with your office staff and other personnel who will be working with these Rediker modules this upcoming school year so that they can attend the sessions; however, do not share it with others outside your school in deference to our partnership with Rediker. There is no need to register before the sessions, simply sign on to the Zoom meetings using the links provided at the specific date and time.

Should you have any questions or require assistance with other Rediker topics, please contact Gabriel Cambert, Director of Continuous Improvement, at [gcambert@theadom.org](mailto:gcambert@theadom.org).

DATE	TIME	TOPIC	DESCRIPTION	ZOOM LINK
<b>15-Jul</b>	11:00am - 1:00pm	AdminPlus Database	How to navigate, clean up data, batch entry of new homerooms, add students & staff	<a href="https://rediker.zoom.us/j/83020878002?pwd=dThFTGkzU0liSmVWRIRyTDAwWjhOUT09">https://rediker.zoom.us/j/83020878002?pwd=dThFTGkzU0liSmVWRIRyTDAwWjhOUT09</a>
<b>20-Jul</b>	2:00pm - 4:00pm	Basic Student Scheduling	Tweaking sections, scheduling students, batch copy, roster copy	<a href="https://rediker.zoom.us/j/87689837391?pwd=YWNzclctaS9KUKJNZXA5N2puemdoQT09">https://rediker.zoom.us/j/87689837391?pwd=YWNzclctaS9KUKJNZXA5N2puemdoQT09</a>
<b>27-Jul</b>	2:00pm - 4:00pm	TeacherPlus Gradebook Manager	Setting active year, entering new marking period dates, syncing data, sending out credentials to new teachers, brief overview	<a href="https://rediker.zoom.us/j/81534208603?pwd=OGFXWjIRL0FUbV1eXYxR3BzLytzd09">https://rediker.zoom.us/j/81534208603?pwd=OGFXWjIRL0FUbV1eXYxR3BzLytzd09</a>
<b>28-Jul</b>	10:00am - 12:00pm	Daily Attendance	Entering attendance, what teachers do, correcting and managing attendance	<a href="https://rediker.zoom.us/j/87600836802?pwd=U3A1Z0JPR3hzeHhKdUMwaDR1aFNQZ09">https://rediker.zoom.us/j/87600836802?pwd=U3A1Z0JPR3hzeHhKdUMwaDR1aFNQZ09</a>
<b>20-Sep</b>	11:00am - 1:00pm	Report Cards	Receiving grades, verifying grades, printing report cards.	<a href="https://rediker.zoom.us/j/83544787692?pwd=a3M5NzN3dkhwR1RQitSbmJWcGFUT09">https://rediker.zoom.us/j/83544787692?pwd=a3M5NzN3dkhwR1RQitSbmJWcGFUT09</a>

## MISSION AND CATHOLIC IDENTITY

Below is the Vatican Document, “The Identity of the Catholic School for a Culture of Dialogue.” The document is dated January 25, 2022 and was released on March 29, 2022. It follows up to and is consistent with the goals of the Global Compact on Education. It is an “Instruction” issued by the Congregation for Catholic Education for educational institutions.

The document is an excellent resource for faculty study, policy guidance, development of themes for retreats and study days, board training, parent formation, independent and dissertation research, etc. We encourage you to read, and reflect on the document. Use it well as you continue to expand the Catholic educational apostolate in your schools, parishes and communities. If we can assist you, be assured of our ready and willing availability. He is with us. God bless.

[Instruction "The Identity of the Catholic School for a Culture of Dialogue \(25 January 2022\) \(vatican.va\).](#)

## ACADEMIC EXCELLENCE

**Staffing Shortages:** We are aware that many schools are still experiencing staffing openings for the new school year. Please continue to refresh job postings, seek candidates, and conduct interviews. More instructions will be sent to principals later this month for those schools that still have openings. Remember that we still have many weeks remaining until the new school year begins!

**Certification/Register Me Live:** Remember to send any separation forms and requests to activate/inactivate teachers on RML (Register Me Live) to [teacher.certification@theadom.org](mailto:teacher.certification@theadom.org). To activate a teacher, please remember to include first name, last name, and email of the new teacher. To inactivate a teacher, only send the first and last name of the teacher.

**Mental Health Task Force:** We are asking you to form a local Mental Health Task Force. The Task Force should consist of the principal, counselor (or Counseling Director), and 2-4 additional staff members (e.g. additional counselors, Deans, Assistant Principals, teacher-leaders, etc.). The Task Force will participate in 5 virtual trainings in the coming year with a team of licensed mental health practitioners we have secured for this purpose. *The first training of the Mental Health Task Force will take place on Thursday, Aug. 11 from 1:00-2:30 PM (This training will be virtual).*

## OPERATIONAL VITALITY

**Scholarship Programs:** Please make certain that your FTC/FES-EO students are enrolled within your Step Up account by **July 15, 2022**. This will ensure that they are included in the first funding file pulled by FLDOE.

### VPK Programs:

- The Florida Department of Education (department) has contracted with Renaissance Learning, Inc. (Renaissance) to implement the Coordinated Screening and Progress Monitoring Program known as Florida’s Assessment of Student Thinking (FAST) using Star Early Literacy. Beginning with the **2022-23** program year, all Voluntary Prekindergarten (VPK) programs (public and private) will be required to implement FAST using Star Early Literacy. Star Early Literacy will replace all components related to the Florida VPK Assessment and the Bright Beginnings Online Reporting System. The department is working with Renaissance to provide multiple training sessions for VPK programs throughout the 2022 summer. All assessors will be required to complete training before administering the FAST using Star Early Literacy. Training registration information will be available at <http://www.floridaearlylearning.com/vpk/fast>.
- Each private and public school VPK program must participate in a program assessment of each VPK classroom beginning with the 2022-2023 VPK program year. The Classroom Assessment Scoring System (CLASS) will be used as the program assessment to measure the quality of adult-child interactions including emotional support, classroom organization and instructional support for children ages three to five years. The following online trainings and resources are available at no cost for VPK administrators, teachers and assistants to become familiar with the CLASS tool and related resources. These trainings are optional, but participation is highly encouraged.

### Federal Programs:

- Title IIA submission paperwork in **Broward** is completed by the ADOM. The plan and survey have been submitted and approved. You may disregard the email from Dorina P. Varsamis at Broward Schools that was sent on July 11.
- All principals in **Broward** participating in Title IV must complete the paperwork emailed to you on July 7 from Lourdes F. Gomez at Broward Schools. It is due by **August 1**.

**Emergency Operations Team (EOT)** All schools should have an active Emergency Operations Team (EOT), as required by policy 401.01 of our revised Educational Policy Manual. The EOT oversees the general safety and security of their school campus, ensures that regular safety drills are performed, and that regular contact is made with local law enforcement. The EOT also coordinates responses to any health/safety emergencies. The EOT should include the principal, pastor (if elementary), and at least 3 additional key staff members (e.g. Assistant Principal, facilities director, head of security, etc.). We may be offering trainings and resources for EOT’s as we begin the new school year. It is critical that we maintain the safety of our campuses, particularly given the recent shooting in Uvalde, TX.

**When possible, please insert the names and information for each member of your Mental Health Task Force and EOT into the following survey:** <https://www.surveymonkey.com/r/BTZMLT5>. Recognizing that you may need some time to populate these groups, please complete this survey by *Friday, July 29, 2022*.

### Human Resources

**Paylocity Day:** Please save the dates of **Thursday, July 21 and Friday, July 22**, for our annual Paylocity Day. Devin Vaché and some of the Paylocity team will come to the Pastoral Center for two days of demonstrating tips and tricks on the system; presenting some new features, and meeting you personally! The times will be **10:00 a.m. to 3:00 p.m.** Details will follow.

# MARK YOUR CALENDAR

## 2022-2023

-JULY-							-AUGUST-							-SEPTEMBER-						
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**Principals’ Meeting:** August 2

- Location: St. Thomas University

**Virtual ESE Symposium:** August 2

- Virtual ESE Conference; registration forthcoming from FCC. Will be added to RML today to communicate link for conference.

**Google Summit:** August 8 and 9

**New Teacher Orientation:** August 9

- Monsignor Pace High School, 8:30-12:30; Principals will be asked to register new teachers (teachers new to the ADOM) in early August

**First Day for Teachers:** Aug. 10

**Mental Health Task Force Training:** August 11<sup>th</sup>

- VIRTUAL; Dr. Rigg to send out more details; registration will be posted on RML (this training is virtual)

**Mental Health Awareness:** August 15

- For all counselors; registration will be posted to RML (this training will be on site, location TBD)

**First Day of Classes:** August 17

**New Principals’ Meeting:** August 30