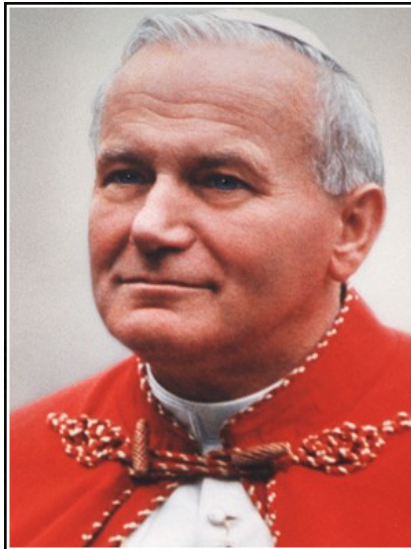


ARCHDIOCESE OF MIAMI OFFICE OF CATHOLIC SCHOOLS

PRINCIPAL NEWSLETTER AUGUST 29, 2024



Catholic education aims not only to communicate facts but also to transmit a coherent, comprehensive vision of life, in the conviction that the truths contained in that vision liberate students in the most profound meaning of human freedom.

— Pope John Paul II —

AZ QUOTES



A MESSAGE FROM THE SUPERINTENDENT

Dear Principals,

It is hard to believe that we are nearly finished with the first three weeks of the new school year. I hope the year has been smooth and joy-filled in your school. In the early part of the school year, it is not unusual for new or younger students to have difficulties adjusted to school life. If you have a young student (PreK or Kindergarten) who is having difficulty starting school, remember that Barbie Perdomo (earlyed@theadom.org) is an excellent resource. Likewise, if you are experiencing challenges with a student who has a special need, or who you suspect may have a special need, feel free to call upon Gabriel Cambert (gcambert@theadom.org). Both Barbie and Gabriel can help strategize how best to serve the student. Remember that no student should be asked to leave your school without the authorization of the OCS.

On a separate note, plans are moving forward for our system-wide Professional Development Day on Sept. 27. Please expect more information about this day to be distributed shortly. I am confident that this will be a valuable day of professional and spiritual growth for all who attend!

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

UPCOMING EVENTS:

- Sept. 2:** Labor Day (Schools closed)
- Sept. 6:** Early Dismissal (PD)
- Sept. 10:** SAC Webinar (Elementary Schools; 10:00 AM or 1:00 PM)
- Sept. 27:** System-Wide PD Day (Broward Convention Center)
- Oct. 3:** Principals' Meeting
- Oct. 4:** Early Dismissal (PD)

REMINDERS:

August 30 - Miami-Dade Title I Referrals in the PSW system and OCS form are **due**.

ADOM DASHBOARD:

Please be sure that your Annual Data Target, Professional Development Plan, and Data & Assessment Plan have been entered into the data dashboard (www.ADOMdashboard.com). We will be reviewing your final submissions now that the school year has started.

CERTIFICATION:

RML Updates: Please submit RML Updates (active, inactive, transfer) to the link ASAP. For teachers to earn MIPs, they must have an active account in RML.

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

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

PMP: The deadline for PMP registration is October 1, 2024. We are using the same PMP handbook as last year. It was sent to principals in an email last week, and it can also be found in the ADOM e-library.

COLLEGE BOARD INFORMATION:

SAT

Last week, fee waiver codes for the weekend SAT® were uploaded to the [K-12 score reporting portal](#).

The fee waiver codes can be distributed to [eligible](#) students for use starting with the October 5 SAT administration. The registration

deadline for the October SAT is September 20.

Here's how to access the K–12 score reporting portal and your fee waiver codes:

[Sign in](#). Be sure your access isn't set to expire soon.

If you haven't accessed the K–12 score reporting portal before, you'll need two things:

- A College Board professional account. If you don't have an account, [create one now](#).
- Permission from your access manager for [detail or summary level access](#). Every approved site with an assigned six-digit or AI code has an access manager.

Fee waiver codes are available via an Excel spreadsheet, called "2024 SAT Fee Waiver Codes," on the Custom Reports page under the Downloads section of the K–12 score reporting portal.

Note: Unused fee waiver codes from previous years are still valid and can be distributed to students. They don't expire.

For more information about the K–12 score reporting portal, visit their For more information about the K–12 score reporting portal, visit the [Help page](#). You can also view [K–12 Educators: SAT Fee Waivers page](#) for more details about eligibility and benefits.

As a reminder, students can also request a fee waiver directly from College Board. We encourage eligible students to receive SAT fee waiver benefits by logging in to their College Board account and submitting a request.

As a reminder, students can also request a fee waiver directly from College Board. We encourage eligible students to receive SAT fee waiver benefits by logging in to their College Board account and submitting a request. Learn more on [our website](#).

Please contact Customer Service at 888-SAT-HELP (728-4357) if you have any questions.

DONATION OF CHAIRS:

St Maximilian Kolbe Catholic Church in Pembroke Pines has 34 chairs with arms and 11 chairs without arms available to any parish that may need them. If interested, please send an E-mail to dfkibby@gmail.com.

ESE COORDINATOR BOOTCAMP:

Please save the date for this year's ESE Coordinator Bootcamp: September 12, 2024. It will be a full day training for all new ESE Coordinators. Returning ESE Coordinators are expected to attend the afternoon session and are welcome to attend the morning session if they are available. Details regarding the location and exact times will be sent soon.

FEDERAL PROGRAMS UPDATES:

- All professional development requests in both Miami-Dade and Broward counties must be placed using the Microsoft Forms request surveys. This is true whether you intend to use Title I, Title II, or any other federal program funding source. In Broward county should you wish to use Title I to fund professional development, you must also submit the request through the BCPS PSW system. Please do not only contact your preferred provider without submitting this Microsoft Form/survey as this will lead to miscommunication and make the administration of pooled funds more difficult.
- Should you wish to obtain reimbursement for conference travel from federal funds please be advised that we will no longer be using your county's Title II allocation. These requests will be made to the statewide Title II administrator and must be submitted for pre-approval at least 30 days in advance of the start of the conference. Please email detailed conference information, including a conference agenda with a breakdown of all sessions offered, to gcambert@theadom.org.
- All programs: Please do not sign any affirmation of consultation without prior guidance by the Office of Catholic Schools.
- Miami-Dade IDEA: We are in the process of reviewing the contractor information provided yesterday at the meaningful consultation meeting and will soon provide additional guidance on the providers our schools will be allowed to use. Do not respond to the MDCPS requests for contractor information until you receive such guidance from our office.

IREADY FALL DIAGNOSTIC WINDOW EXTENSION:

Many schools are making great progress with the i-Ready Fall Diagnostic! To ensure that all schools complete the diagnostic assessment, **the fall testing window has been extended to September 19**. It is very important that we have solid data during this first diagnostic window to set learning goals to achieve optimal student growth in subsequent Diagnostic periods. If you need assistance with administering the diagnostic, feel free to contact members of the i-Ready Team which can be found here in the [ADOM iReady Padlet](#). As always, please contact Dr. LaTonya White (lwhite@theadom.org) if you have any other questions.

NCEA STATISTICS:

We are getting ready to send out information about the collection of this year's NCEA statistics data. A new system/form will be used, and more information is forthcoming. In the meantime, you can begin collecting the same information that was asked for last year. Minimal changes to the data being requested will be reflected in the new system.

OFFICE OF HUMAN RESOURCES:

Employee Postings: Remember to alert Isabel Molina in HR (igmolina@theadom.org) when positions in your school are filled. She will then remove the posting on the Human Resources website. It is important that our postings remain current!

REPORTING CHILD ABUSE/NEGLECT:

When reporting abuse/neglect, please contact the Florida Abuse Hotline first (1-800-962-2873). The new ADOM Abuse Reporting Form, which can be found in the E-Library, is available to help collect the information needed before making the report. The Safe Environment Director is also available (305-215-6635) to discuss incidents and support you in making the call to the abuse hotline, should you need this guidance.

The ADOM Abuse Reporting Form is needed after the abuse hotline report is made so that the report can be communicated to the Safe Environment Director. Once completed, these forms should be emailed to abusereporting@theadom.org.

Note: Although Gabriel Cambert is serving the dual role of Associate Superintendent for Government Programs and Archdiocesan Director of Safe Environment in each respective department, abuse reports should be made to the phone number and email address described above. **Please do not use gcambert@theadom.org, his office phone number, or personal cell phone number to communicate abuse reports.** These are not monitored or answered with urgency. Conversely, the abusereporting@theadom.org email and 305-215-6635 Safe Environment phone number are monitored 24/7 and answered pretty immediately. In case of an emergency and you cannot reach the Safe Environment Director at that phone number or email address, please call 305-450-6420.

RESOURCES FOR EDUCATORS:

STUDENTS WITH SPECIAL NEEDS AND DEVELOPMENTAL DISABILITIES

Uptick in students with special needs and developmental disabilities; recommendations regarding screen time from AACAP; policies regarding use of smartphones in schools [Educators see uptick in special needs, developmental disabilities | Pineapple Report](#)

PRAYING WITH THE HOLY FATHER

Each month, the Holy Father invites Catholics around the world to pray with him for a particular intention. Students will gain an understanding of these intentions, engage in prayer and reflection, and foster discussion through various activities. These lesson plans will help students deepen their faith and come together in prayer with the Holy Father and the worldwide Catholic community. [School Resources - Pope's Worldwide Prayer Network \(popesprayerusa.net\)](#)

INNOVATIVE SCHOOLS INSIGHTS (IN EDUCATION)

Helping students focus on one positive experience a day; AI Tutors; Improving attendance for students with disabilities; helping students who lack focus; other focus articles

info.accutrain.com/acton/rif/35842/s-15e3-2408/-/l-082c:33f92/l-082c/showPreparedMessage?sid=TV2:v7xrPWiin

RESOURCES FOR THE “ANGELS AMONG US” THEME:

CCC 328-330

Our Church’s teaching on the angels is a truth of our faith. We learn about angels from Sacred Scripture, Sacred Tradition, and private revelation from the Saints. Angels are spiritual, non-corporeal beings made in God’s image. They have intelligence and will. They are personal and immortal. They don’t develop or mature; they are complete at the moment of their creation, when each one decided for or against God.

Faith practiced in life: Ask your guardian angel to help you make good and holy decisions, even in the little tasks of the day.

For Further Reading

- Catechesis on the Angels: John Paul II, available at <https://www.ewtn.com/catholicism/library/catechesis-on-the-angels-7960>
- *All about the Angels:* Fr. Paul O’Sullivan O.P.
- *The Angels and their Mission:* Cardinal Jean Danielou (Sophia Institute Press)
- *A Book of Angels:* Marigold Dunt (Sophia Institute Press)
- *Devotion to the Holy Angels:* W. Doyle Gilligan (editor)

RIDESHARE POLICY – REMINDER:

Remember that students should not be picked up or dropped off at school via rideshare (e.g. Uber, Lyft, etc.). Only adults who are listed on the official, signed Pickup list should be permitted to pick up students after school.

SCHOOL ADVISORY BOARD (SAC) TRAININGS (ELEMENTARY SCHOOLS):

As announced in Dr. Rigg’s recent emails, all elementary principals, school pastors, and other key administrators are asked to attend a training on the new School Advisory Council (SAC) Guidelines. Two trainings will be offered on September 10 at 10:00 AM and 1:00 PM. Each training will be identical, so you need only attend one. More information, including links to each meeting, can be found in Dr. Rigg’s email.

SCHOOL YEAR 2024/25 CALENDAR REQUEST (ELEMENTARY SCHOOLS):

Please email a copy of your school calendar of events for the 2024/25 school year to Dr. LaTonya White (lwhite@adom.org) on or before **September 13**. Thank you.

STEP UP- NEXT ENROLLMENT DEADLINE IS THIS FRIDAY (AUGUST 30) AT 8 P.M., EST:

For FTC/FES-EO students to be available for review for this third round of funding, the student must be enrolled in EMA by 8 p.m. ET on Friday, August 30. Please note: *This is an additional round of funding for the first quarter, so a date has not yet been determined for when these funds will arrive.*

The second round of Quarter 1 funding is expected to arrive in early September, with funds expected to be distributed by mid-September.

To be included in this second round of funding, the student must have been enrolled in EMA by July 30.

STUDENT INFORMATION SYSTEM/REDIKER:

The 2024 - 2025 school year is the second of three school years in the current Rediker agreement. As promised previously, we will be convening a committee this year to evaluate Rediker and other Student Information Systems so as to determine if the current agreement should be renewed or we should switch to a new system. If you would like to recommend a committee member, please email his or her name, job title, and email address to gcambert@theadom.org. This should be someone who is familiar with and uses the student information system often. They may be your registrar, counselor, IT person, assistant principal, etc.

TEACHER OBSERVATION AND EVALUATION PROCESS:

We are almost three weeks into the first observation window for new and veteran teachers and it is a great time to begin instructional observations. The ADOM Observation and Evaluation Process for Elementary and Secondary Schools has been updated and can be accessed [HERE](#) and E-Library – Schools – Education – Teacher Observations/Evaluations.

TEACHER PROFESSIONAL DEVELOPMENT DAY (SEPTEMBER 27):

Planning is moving forward regarding the Archdiocesan Teacher Professional Development Day on Sept. 27. Remember that this day is required of all educators (teachers, counselors, education-focused administrators). The day will take place at the Broward Convention Center (BCCC) in Ft. Lauderdale and will include Mass with Archbishop Wenski and a Keynote on Artificial Intelligence in Catholic schools. More information about schedule and logistics will be released to principals in the near future.

Transportation: Please start making plans to secure buses for transportation to the PD Day. Parking at the BCCC is extremely limited and buses will be necessary to ensure that everyone arrives on time. Plan on arriving at the Convention Center by 8:15 AM. The day will conclude by 12:30 PM.

TERRANOVA: UPDATE TO TEST ENGINE’S USER INTERFACE (UI):

Update to online users of TerraNova to take effect on August 22, 2024: There will be an update to the Test Engine's User Interface (UI). You will notice changes to the look and feel of the Test Engine. This does not impact any paper-based administration. After August 22, 2024, students launching DRC INSIGHT to take TerraNova and/or InView assessments will be seamlessly directed to our new landing page.

If you have any questions or need further information, please contact the DRC Technical Support Team at 866-282-2250 (Option 1 for Terra Nova) or via email at terranovalhelpdesk@datarecognitioncorp.com.

TERRANOVA NEXT TRAININGS 2024/25:

The following dates are offered for anyone in your school needing Terra Nova Next training. These sessions will be recorded, and a link to the recording will be sent to the principal and/or school testing coordinator. Please share these dates with your test coordinator.

- September 20: Order Form Training (pre-recorded)-released with the order form
- November 7: Pre-Code File Upload 1:00-2:30 pm
- January 16: Pre-Test (online testing): 1:00-2:30 pm
- January 23: Pre-Test (Paper/Pencil testing): 9:30-11:00 pm
- March 25: Data Validation Training: 1:00-2:00 pm
- April 29: Report Trainings 1:00-3:00 pm