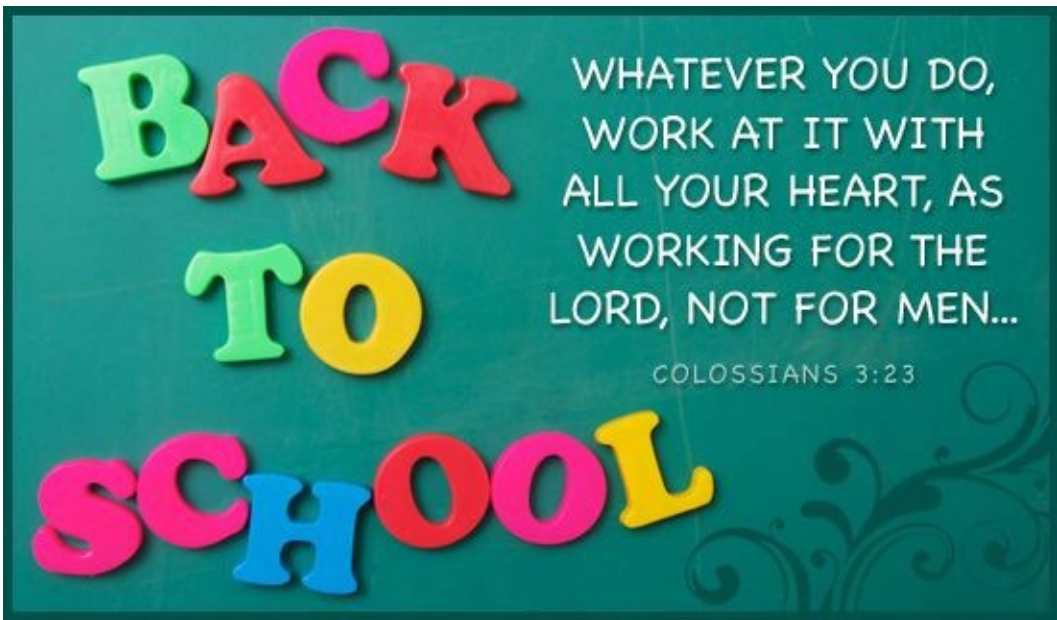


ARCHDIOCESE OF MIAMI OFFICE OF CATHOLIC SCHOOLS

PRINCIPAL NEWSLETTER AUGUST 7, 2025



A MESSAGE FROM THE SUPERINTENDENT

Dear Principals,

This is truly a joy-filled and exciting time of year! I am thrilled that we will soon be welcoming back our students to our Catholic schools. Know that my prayers are with you as you begin classes next week.

I enjoyed seeing our principals at our meeting a few days ago. I realize we covered a lot of information; I encourage you to look over the PowerPoint materials and other documents that were distributed at the meeting. Some of the updates from the meeting are reiterated in this Newsletter. Please do not hesitate to reach out if you have any questions or needs.

May God continue to bless the “Good Ground” of Catholic education in the year ahead!

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

UPCOMING DATES:

- Aug. 12:** First Day of Classes (Start of First Quarter)
- Aug 15:** Solemnity of the Assumption of Mary
- Aug 21:** HS New Board Member Orientation (STU)
- Aug. 28:** New Principals’ Meeting
- Sept. 1:** Labor Day (Schools Closed)
- Sept. 5:** Early Dismissal (PD)

HIRING - FORM TO REQUEST VERIFICATION OF EMPLOYMENT

Due to some technical issues with the previous version of the form, we had to recreate it to ensure all fields function properly and the information is accurately captured. Kindly use the updated link below for all future submissions: [Form to request Verification of Employment \(VOE\)](#)

Thank you for your understanding and patience as we work to improve our processes.

EARLY DISMISSAL DAY - SEPT. 5:

September 5 is the first Early Dismissal Day of the 2025/26 school year. Remember that Early Dismissal Days are to be used for faculty/staff professional development. Employees should remain at school until their regular departure time. These days should not be used for faculty meetings, classroom setup, etc. Let’s make the most of this time with our teachers!

OCS STAFF TRANSITION:

You will recall that Friday, Aug. 8 is the final day for Gabriel Cambert in the Office of Catholic Schools. While we expect to eventually fill his position, you will recall our interim coverage plan (discussed at the Aug. 1 Principals’ Meeting). It is likely that this plan will extend throughout the 2025/26 school year. A summary who to contact for specific issues is as follows:

- Federal Programs: Dr. Jim Rigg (with support from Dr. Jackie Flanigan)

- Local/State Compliance Issues: Dr. Jim Rigg
- Data Dashboard, Annual Data Targets: Dr. LaTonya White
- ESE Issues/IDEA: Dr. Jim Rigg
- Rediker (SIS): Ana Umana
- Safe Environment: abusereporting@theadom.org; 305-215-6635.

SEPARATION FORMS:

We have been receiving a number of incomplete separation forms. Please keep in mind that the information provided on these forms may be used as a reference by other schools within ADOM when considering the candidate for future employment.

To ensure the forms are as helpful and informative as possible, we kindly ask that you:

- Indicate whether the separation was voluntary or involuntary.
- If available, please include the reason for the separation.
- Clearly state whether the individual is eligible for rehire within ADOM.
- Provide specific details about the position (e.g., grade level, subject taught, role within the school, etc.).

Thank you for your attention to this matter and for your continued partnership.

SOCIAL TEACHING WEBINAR:

See the **attached flier** regarding an upcoming webinar on Catholic Social Teaching. This webinar is sponsored by the Alliance to End Human Trafficking.

SOLEMNITY OF THE ASSUMPTION (AUG. 15):

Remember that Friday, Aug. 15 is the Solemnity of the Assumption of the Blessed Virgin Mary, a Holy Day of Obligation in the Catholic Church. All schools (elementary and secondary) should plan for an all-schools Mass on this date. Mother Mary, Queen of Heaven, *Pray for Us*.

STEP UP – Resources

Funding for June 15 registered renewal students will be funded in August.* **Important: Private School Scholarship students must enroll by September 30, 2025, to be eligible to receive 100% of their scholarship funds.

Dade County SUFS Regional Managers:

- Carla Hernandez, chernandez@sufs.org
(her version has the DOE Regional Manager listed for SUFS)
- Dina Damus, ddamus@sufs.org
- Crisceli Acosta, cacosta@sufs.org
- Kelly Valdivia, kvaldivia@sufs.org

Broward County SUFS Regional Managers:

- Sacha Walker, swalker@sufs.org
- Gaby Citelli, mcitelli@sufs.org

Private School Provider Handbooks:

- [Private School Provider Summary of Changes](#)
- [Service Provider Summary of Changes](#)
- [Private School Handbook](#)
- [Provider Handbook](#)

UNFILLED TEACHER POSITIONS – MEMO:

Please see Dr. Rigg’s Memo from earlier today if you have unfilled teacher positions at your school. It is important that the instructions in this memo be carefully followed. You should contact Dr. Rigg, Dr. White, or Dr. Edwards if you have any questions or needs.