

Keystone

noun: keystone

1. a central stone at the summit of an arch, locking the whole together.
2. something on which associated things depend for support



Office for Catholic Schools

September 10, 2018

SEPTEMBER 2018						
SUN	MON	TUE	WED	THU	FRI	SAT
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

[September - Principal Monthly TASK List](#)

Upcoming Events for September:

17 - MAP Testing Begins

17 - Fall Data Collection begins

20-21 - [Principal/President Retreat at Seabeck](#)

25 - Executive Principal Meeting

[2018-2019 OCS Academic Calendar](#)



Message from the Superintendent

Gospel Reading for Sunday, February 16, 2018 -Mark 8:35

"Whoever wishes to come after me must deny himself

Take up his cross, and follow me.

For whoever wishes to save his life will lose it,

But whoever loses his life for my sake and that of the gospel will save it."

Principals: Last year, at our Principals' Retreat, we studied the Paschal Mystery as one of the Great Mysteries of our Faith, and to identify the power of this mystery in our own lives. We helped our staffs reflect on this core teaching and the Great Mystery's presence in our own schools, often through the actual tragic and sad deaths of various members in our communities, as well as in the day-to-day suffering, death and resurrections present in school issues, and in our daily interactions. Now, in this time that God has selected for each of us to lead, we witness the Great Mystery played out in our Church. I am reading the book [The Courage Way](#), a compilation of the work by Parker Palmer, and I found this little gem of a quote by Judy Brown, "I thought it was a marathon

the work that must be done. I learned it was a relay and that changed everything.” Often our work as principals feels like a marathon and a sprint rolled into one. As a relay runner, however, we are asked to carry the baton during this difficult time for our Church and for our schools to help rebuild trust as we live the Paschal Mystery. We keep you all in our prayers of gratitude for your ministries of service to the schools and to your parishes.



Catholic Identity

CHRIST IN THE CLASSROOM LEADERSHIP RETREAT

We are getting ready for YOU! Sept. 20-21 in Seabeck, WA. (Early birds can arrive any time after 3 PM on Thursday, Sept. 19) [PLEASE CONTINUE TO SIGN UP](#) so your school is represented as we work on **Task 5: Educate for Community Life with Father Ron Nuzzi**. Janeal Grosinger will be sending you emails this week with your room assignments and what to bring!

ST VINCENT DEPAUL - CENTRO RENDU

OCS and SVdP are launching a new Parent Ambassador Program (PAM Program) this fall. [Centro Rendu](#) was founded in 2013.

[Read More](#)

DIVERSIFIED LEARNERS COMMITTEE UPDATES

- St. Madeleine Sophie School recognized as a [National Banner Unified Champion School – Special Olympics](#)
- Currently, [105 DL members](#) and growing! [18-19 DL Executive and Regional Roster](#) for your convenience! We update monthly!

LETTING GO OF SCHOOL TREASURES???

Make [St. Vincent de Paul](#) your first call! Your local SVdP will come to YOU! We will also have a **St. Vinnie truck** stationed at our future Leadership meetings at St. Thomas Parish, Tukwila. Plan accordingly!



Governance and Leadership

STUDENT INSURANCE 2018/19 SCHOOL YEAR

- There are no brochures of insurance letters sent home with the students.
- Information concerning insurance payment for student injuries occurring at school, to supplement the parent's insurance, is found on Catholic School's website under: [Student Insurance](#) (This was delayed in updating and is now current.)
- Information concerning insurance payment for student injuries occurring at school, to supplement the parent's insurance is also found under: [Student Insurance](#)

REPORTING STUDENT / STAFF / VISITOR INCIDENTS

Sedgewick Claims Management Services requests that head injuries and serious student injuries which may require a Dr.'s care, be reported using the form: [Property or Liability Incident Report](#) There is no need to report all skinned knees !

STEPS FOR ADMINISTERING MEDICATION

Directives and steps to be followed when administering medications to students during the school day are located in the **Resource Library** with the ["Authorization for Administration of Medications at School"](#)

AESOP

Remember that substitutes have the responsibility to enter their hours into UltiPro before leaving the school for the day. The hours are approved at the school and sent directly to Payroll.

If you have **NEW** substitutes make sure they have [completed and submitted all paperwork](#) to [Eugenia](#).



Academic Excellence

CEL 5D+ IMPLEMENTATION

CEL Training Registration

Registration for training with the CEL using Title IIA funds is now open. [Click here to register by September 28th](#).

Implementation Materials

[The CEL 5D Facilitators Guide](#) is available to help principals implement this new framework in their schools.

GRACE

October Teacher Leader Meetings

[Registration is open](#) for the GRACE fall teacher leader workshops. Please ask your teacher leaders to register by September 28th.

GRACE Grants

Mini grants are available to help schools offset sub costs so that their teacher leaders can fully participate in this year's GRACE meetings. [Click here to apply](#) for a mini grant of up to \$750 by September 28th.

Pre-Kingergarten Licensing

Are you interested in licensing your Pre-K program so that you can offer Pre-K programs for more than 4 hours each day? If interested, please reach out to me directly. Now is the time to start planning for 2019- 2020 licensing, as the process typically take a full year to complete.

LEADERSHIP ACADEMY

WHO: The 2018-2019 cohort of aspiring leaders

WHEN: Tuesday, October 9th 3:00pm-6:00pm

WHAT: Catholic School Culture

WHERE: Chancery (Orr Conference Room), 910 Marion Street, Seattle WA 98104

For more information about this meeting, contact Kelly Surapaneni at

KSurapaneni@fulcrumfoundation.org.

PRINCIPAL CERTIFICATION & MASTERS PROGRAMS

Are you or teachers in your school interested in pursuing a program in Educational Leadership?

We have a relationship with the following universities: **Creighton University (Omaha, NB)**, **Gonzaga University (Spokane, WA)**, **University of Notre Dame (South Bend, IN)**, **St. Martin's University (Lacey, WA)** and **Seattle University (Seattle, WA)**.

[Click here for the contact information for the universities we have cultivated a partnership with:](#)

[Read More](#)

ACCREDITATION TEAM MEMBERS NEEDED

If you are interested in being on an accreditation team for either high school or elementary, we are taking registrations now. [Please register here.](#) If you have questions, please email janeal.grosinger@seattlearch.org

DATA VISUALIZATIONS FOR YOU

Need help summarizing your MAP data? The following visualizations will help you summarize and disaggregate your school data beyond the official MAP Growth reports:

[Read More](#)

PLEASE REGISTER FOR A FALL MAP WORKSHOP

Need help using MAP data to inform instruction? Please mark your calendar and register for a one of the following half-day workshops coming in October:

Oct 15, 8:30 - 11:30 AM, St. Charles Borromeo, Tacoma

Oct 15, 12:30 - 3:30 PM, St. Charles Borromeo, Tacoma

Oct 16, 8:30 - 11:30 AM, Holy Rosary, Edmonds

Oct 16, 12:30 - 3:30 PM, Holy Rosary, Edmonds

These workshops are open to all. Principals and teachers new to MAP are especially encouraged to attend.

To register, please click [here](#).

If you have any questions, please contact [Kaitlyn O'Leary](#) (206-274-7655) or [Jack Huber](#) (206-382-4855).



Operational Vitality

E-RATE TASK FORCE

The 2018-19 school year E-Rate decision letters are now being processed by Comcast and the other Internet providers. Several schools have received letters indicating there needs to be a change in their internet bill to match the E-Rate 471 application. If you receive a letter with "471 Discrepancies" in the subject, take no action and please forward it immediately to your E-Rate consultant. There are several situations which generate such a letter and each must be corrected individually.

CSED EDITORS:

While we are in transition with 2 websites, the **CSED Database** lives in **MyDesk**. Please help us accurately reflect your faculty and staff at your school by updating the Catholic School Employees Database. New teachers? New staff? Put them into the system so we

can ensure they receive accurate communication from the OCS. Need help? [CSED Tutorial](#) or email: Eugenia.geisel@seattlearch.org



Fulcrum Foundation News

FULCRUM SCHOOL PARTNERSHIP GRANT PROGRAM

The application will be available on September 18, 2018. Applications must be submitted online by October 25, 2018, to be considered for funding. All applicants will receive notification of the outcome of their grant in early January 2019.

[Read More](#)

FULCRUM TUITION ASSISTANCE GRANT PROGRAM (TAP)

The application will be available October 1, 2018. Applications and all necessary documentation must be submitted online via FACTS Grant and Aid by no later than January 4, 2019, to be considered for Fulcrum funding. Additional information will be provided via email to all TAP Coordinators mid-September.

[Read More](#)

Questions about Fulcrum programs?

Contact Susan Ocoma, Fulcrum's Programs Director, at 206.748.7988 or susan.ocoma@fulcrumfoundation.org.



Chancery News

MISSIONS OFFICE NEWSLETTER

[September 2018 Good News Newsletter](#)

NORTHWEST CATHOLIC

Student Essay Contest-Please see [the flyer from Northwest Catholic magazine](#) regarding this year's student essay contest.