

# 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

February 25, 2019

MARCH 2019						
SUN	MON	TUE	WED	THU	FRI	SAT
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10	11	12	13	14	15	16
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31						

## March - Principal Monthly TASK List

### Upcoming Events for March:

- 1- Online Academic Calendar are Due
- 4- [President/High School Leaders Meeting](#)  
- [Please register](#)
- 21 - [Principal Meeting - Please register](#)
- 31- Annual Accreditation Progress Reports are Due

[Important Office for Catholic Schools News](#)

[Calendar & Events on Website](#)

[2018-2019 OCS Academic Calendar](#)

[2019-2020 OCS Academic Calendar](#)



## Message from the Superintendent

We all are wondering how we will continue to afford Catholic education. What can be done? One area that we should focus on is encouraging our families to become involved in the legislative process. Recently, at one of our meetings, Joe Sprague, Executive Director for the Washington State Catholic Conference, talked with us about the various issues that they are focused on during this legislative session. He also acknowledged the very well organized Washington State Teachers' Union, and the distant hope of providing tax credits for families who choose a Catholic education. I want to share with you the important information that he has posted on the new WSCC website:

The WSCC represents the state's 100 Catholic schools on matters of public policy. These important K-12 academic institutions deliver excellence in education to 27,000 students of all different economic backgrounds and, in the course of doing so, save the State of Washington over \$300 million per year. Three areas of concern:

- Access/ School Choice – The WSCC supports full and fair parental choice in education supported by tax relief, scholarships and other aid to parents so they may seek the educational opportunities best suited for their children.
- School Safety Children should feel and be safe when they are at school. Among the measures the WSCC is working to enact is a requirement that first responders notify all schools – public or private – of an emergency happening in the vicinity of a school that may require lock down or evacuation

- Early Childhood Education In line with the U.S. Bishops, the WSCC supports universal Pre-K initiatives that assist parents to choose among public, private and religious pre-schools. We also work to ensure that all students and their teachers, regardless of where they attend and teach school, share government benefits and services equitably.

Please encourage your families to [join the network](#). They will receive WSCC's legislative updates. And, when a clear opportunity arises in the future to make our Catholic school voices heard, we will be able to do so in a very strategic way!

Kristin

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## Catholic Identity



### **TASK 6: EDUCATION FOR MISSION**

Students acquire and demonstrate skills to recognize their gifts from God and their vocation to share the Good News of Jesus Christ in word and deed in the world.

- Cultivate an evangelizing spirit among all the faithful.
- Respond to God's call whether as lay, ordained, or religious.
- Motivate and equip the faithful to speak to others about the Scriptures, the tradition and teachings of the Church and about one's own faith journey.

### **IMPROVING MENTAL HEALTH LITERACY**

**Improving Mental Health Literacy** is a focal point in the 2018-2019 Legislative session!

If you can help by being an advocate for some legislation being proposed this session, the Mental Health Ministry Committee and the DL Committee are working to advocate for the following 2 socio-emotional Health documents: [Health Education Core Idea: Socio Emotional Health](#) and [2019 Legislative Mental Health Steering Group Priorities](#)

The Washington State Catholic Conference ([WSCC](#)) is working to support this work on

our behalf. Join the WSCC Advocacy Network??? [Click here!](#)his is a Boxed Text block.  
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## Governance and Leadership



### **SNOW DAY INFORMATION**

As private schools, the minimum school year must consist of 180 days **OR** a school-wide average of **1000** instructional hours in grades one through 12, and at least 450 hours for Kindergarten. You may count the total hours a student spends at school (including recess) with the exception of lunch. Private schools have the option of meeting the 1000 instructional hours or the 180 days. Waivers from meeting the 180 day requirement are not available for private schools.

### **IMMUNIZATION: MEASLES OUTBREAK**

You should have received from the Washington State Board of Education a link to access the [“Immunization Information: Measles Toolkit”](#). It includes the requirements if there should be a case of measles reported in your school. We encourage staff to review records to be able to determine students (or staff) who are at risk in the event of a report of measles in your community. **Sample policy:** “If there is an outbreak within our school community of a vaccine-preventable disease that your child has not been immunized against, (school name) will follow the guidelines set forth by the Washington State Department of Health, and your child will be exempted from attending school for at least 21 days or until the last rash presents itself (which could be 60 days or longer).”

### **HIRING AND INTENT TO RENEW**

The forms for Intent to renew and hiring for the next school year are found on the [new website](#). Please be respectful of your fellow administrators and do not recruit their staff unless the staff member initiates the inquiry. If you are planning on changing the job description or duties you do not have to put that in the “INTENT” form, details and changes would come with the new covenant.

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# Academic Excellence



## MAP WORKSHOPS RESCHEDULED

We have rescheduled the MAP workshops for May 2<sup>nd</sup> at St. Luke School in Shoreline. [Please click here to register](#). If you registered to attend the canceled workshop, no need to re-register. We will confirm your attendance as the date gets closer.

## GRACE SURVEY CLOSING FEBRUARY 28TH

We invite and strongly encourage all teachers and principals to participate in the GRACE survey.

Teacher survey link: <https://www.surveymonkey.com/r/GRACET19>

Principal survey link: <https://www.surveymonkey.com/r/GRACEP19>

## GRACE MEETINGS COMING UP IN APRIL

The final round of GRACE meetings will be here in April! Please be sure to save the date and start securing subs.

- April 4: Northern Region
- April 11: Pierce, South King, and South Seattle Regions
- April 12: North Seattle and Eastside Regions
- April 15: Southern and South Sound Regions
- April 16: Olympic Region

## NEW UPDATE TO E-WALK

You can now add teachers' goals to E-walk. Once you enter a goal, it will appear on the walkthrough form every time you conduct an observation. To do so, follow these steps: New --Select Category "Teacher Goals"-- Select Teacher -- Create -- Input Goal -- Save and Done

## PRINCIPAL CERTIFICATION & MASTERS PROGRAMS

*Are you interested in pursuing a program in Educational Leadership?*

[Here](#) are the universities we have cultivated a relationship with in Educational

Leadership. Many of these programs have rolling admissions periods and a 50% discount for full-time Catholic educators in the Archdiocese of Seattle. All of the universities below operate on a cohort basis. This provides a network of fellow aspiring administrators to collaborate with while pursuing the degree/certificate.

If you are interested in an Educational Leadership degree/certificate program, please contact Kelly Surapaneni at [ksurapaneni@fulcrumfoundation.org](mailto:ksurapaneni@fulcrumfoundation.org) or at 617-233-9993. Additionally, through the generosity of Fulcrum donors, there are partial scholarships for these partner schools. There is an application for Fulcrum Foundation Educational Leadership Grants. The Grant portal is **now open** (on the Fulcrum website: <https://fulcrumfoundation.org/> )

### **LEADERSHIP ACADEMY**

*The Office for Catholic Schools and the Fulcrum Foundation offer the Leadership Academy, a yearlong leadership development program for aspiring and new principals. Recognized Catholic school leaders and shareholders will teach courses in managerial, academic, spiritual, and strategic leadership. Working in solidarity to ensure a system of excellent Catholic schools, the Leadership Academy will provide the knowledge, skills, strategies and best practices for current and future school leaders.*

**WHO:** New and Aspiring principals

**WHEN: 2019-2020 Dates:**

- **Summer Workshop- TBD**
- **October 8th**
- **November 12th**
- **February 11th**
- **April 7th**
- **May 26th**

The Leadership Academy meetings will be held from **3:00pm-6:00pm**

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

**WHAT:** Leadership training in the following areas: Academics, Spirituality, Management & Strategic Planning

*Click here* for a short video account of how the Fulcrum Foundation and Office for

Catholic School are collaborating to build leadership capacity: [Building Leadership Capacity Video](#)

If you are interested in the Leadership Academy for the 2019-2020 academic year, contact Kelly Surapaneni at [KSurapaneni@fulcrumfoundation.org](mailto:KSurapaneni@fulcrumfoundation.org).

### **PACIFIC ALLIANCE FOR CATHOLIC EDUCATION**

The Pacific Alliance for Catholic Education (PACE) is a two-year graduate teaching program serving Catholic schools in the western United States. PACE program participants teach full-time in K-12 Catholic schools, live together in intentional communities, and earn tuition-free graduate degrees in education. Our teachers are currently serving in 37 Catholic schools in 16 cities in Alaska, Hawaii, Idaho, Oregon, Utah, and Washington State

**PACE Contact Information:** Austin Veiga at [veiga@up.edu](mailto:veiga@up.edu)

**PACE website:** <https://education.up.edu/pace/>

**PACE School Request Form:**

[https://appsone.up.edu/PerfectForms/PresentationServer/\(S\(gswpkrfex44jou55zkv4v545\)\)/Form.aspx/Play/SqDggAcj?f=SqDggAcj](https://appsone.up.edu/PerfectForms/PresentationServer/(S(gswpkrfex44jou55zkv4v545))/Form.aspx/Play/SqDggAcj?f=SqDggAcj)

### **OTHER TEACHER RECRUITMENT OPPORTUNITIES**

[https://docs.google.com/document/d/1fo9HKR9pNejD4jfu2kaWqf6c16scxe6oh46\\_RonAgJU/edit?usp=sharing](https://docs.google.com/document/d/1fo9HKR9pNejD4jfu2kaWqf6c16scxe6oh46_RonAgJU/edit?usp=sharing)

**Partners in Mission Advancement and Enrollment Conferences-** Partners in Mission is a national, Catholic education consulting firm dedicated to advancement and leadership. There are two conferences in the summer that are dedicated to enrollment and advancement. Here is the link to Partners in Mission:

<https://www.partnersinmission.com/>

### **The National Enrollment Management Conference for Catholic Schools**

Sunday, June 23 to Thursday, June 27, 2019 in Boston

Boston Quincy Marriott Hotel

## The National Advancement Conference for Catholic Schools

Sunday, June 23 to Thursday, June 27, 2019 in Boston

Boston Quincy Marriott Hotel

# Operational Vitality



## FEDERAL PROGRAMS DATA COLLECTION

It is the time of year to collect data for federal programs participation in the 2019-2020 school year. Please feel free to use the surveys we have collated, linked below. Feel free to reach out to Kaitlyn with any questions.

- [Family Income Form- English](#)
- [Family Income Form- Spanish](#)
- [Family Income Form Key](#)
- [Home Language- English](#)
- [Home Language Survey- Spanish](#)
- [Home Language Survey Key](#)
- [Instructions to Generate Data in FACTS](#)

## E-RATE TASK FORCE

Thirteen schools have initiated the E-Rate process to request fiber optic Internet service bids. This the highest level of interest in high performance Internet connections since the task force was established in 2016.

## TECHNOLOGY TASK FORCE

Google had a representative at technology forum held in October and shared their perspective on the total cost of ownership of Chromebooks v. PCs.

TCO study: <https://mycatholicsschool.org/resources/google-report-chromebook-v-pc-total-cost-of-ownership/>

The study highlights that there can be a large difference in the TCO between IT solutions. A TCO study can expose considerable downstream support costs in addition



to the initial acquisition costs.

There are eight schools that finalizing network designs for classroom network modernization in 2019.

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## Fulcrum Foundation News



### **FULCRUM ADVANCEMENT WORKSHOPS**

We are partnering with the Office for Catholic Schools to bring you some high quality professional development sessions. Please join us at any of the following:

[Read More](#)

### **FULCRUM DIVERSITY COMMITTEE**

Fulcrum's Diversity Committee would like to share some upcoming cultural competency/diversity trainings or resources for schools. Please note that any fees to attend these events are the responsibility of schools.

- The College Board – A Dream Deferred – March 13-15, 2019  
(<https://dreamdeferred.collegeboard.org/>)

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## Chancery News



### **MISSIONS OFFICE**

[GOOD NEWS FEBRUARY 2019](#) is ready for your review! Please share broadly!

### **PASTORAL CARE AND OUTREACH**

[NEWSLETTER](#)

[INCLUSION MINISTRY MASS](#)

PASTORAL MINISTRIES SERIES

ACHIEVABLE HEALTH, WELLNESS AND SPIRITUAL GOALS FOR LENT

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This email is sent to all Archdiocesan School Board members.

**Our mailing address is:**

Office of Catholic Schools

910 Marion St

Seattle, WA 98104