

*The Office for Catholic Schools fosters collaborative communities among all shareholders through high quality professional development to positively impact student learning and develop Christ-like servant-leaders for today's world. We work in the spirit of communion, solidarity and subsidiarity.*

## February 20, 2017 Bi-Weekly Report

### Important Dates to Remember:

- [President / HS Leaders Meeting](#)—February 26, 2018
- [HS Leadership Dinner w/Archbishop](#)-February 28, 2018
- [Quarterly Principal Meeting](#)—March 8, 2018
- Leadership Academy—March 8, 2018
- Good Friday—OCS Offices closed March 30, 2018
- Easter Monday—OCS Offices closed April 2, 2018

### TO DO List:

- [Complete Budget](#)
- February [Principal Monthly Tasks](#)
- Please complete the [OCS Website Survey](#)
- [Winter MAP Trainings](#)
- [MAP Fusion Conference \(Portland\)](#)
- Time to volunteer!!  
[Special Olympics USA Games, Seattle - July 1-6, 2018](#)

### PD Opportunities:

- [Diversified Learners Committee](#)



**Kristin Dixon**

Superintendent

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### Mental Health Resources

Sadness. Deep sadness. And worry. Another school shooting last week in Florida by a student who somehow did not connect in advance with anyone who could help. Did he seek help? Did we see the signs? Did we heed the signs? I use the pronoun “we” purposefully, in that each of us is called to pay attention to all those in our care. And, how do we respond as leaders of schools? The most obvious is to be certain that you have an emergency plan in place, and that you are intentionally practicing with your community. At the Office for Catholic Schools, I am reaching out to various contacts and seeking resources specifically for active shootings to offer updated trainings for our schools. This event also underscores the importance of the [Mental Health Resources](#) that Sandy Barton Smith and her team are assembling for our schools. If you have a contact for a training resource, please don't hesitate to send it my way. Finally, as Catholic school leaders, we re-commit ourselves to the prayerful response for all the victims, for the families, for the community, and for the world today. May we continue to be instruments of peace and conduits of God's love for all people.



**Sandy Barton Smith**

Catholic Identity  
& Essential Services

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### ACRE Religion Assessment

As we prepare for the April testing window of **April 9 - 30**, I ask each school to complete a [quick mach form](#) by March 9 so I can better track and support each school.

### CIC Winter Retreats are Underway!

You are doing GREAT! Sign-in sheets come to us! The survey monkey evaluation form leads to the clock hour certificate. If questions, please contact Eugenia or me directly.

### Inclusion Mass At St James Cathedral

Saturday, April 21 11:00 AM Inclusion Mass at St. James Cathedral with Archbishop Sartain followed by the Inclusion Ministry Dance at O'DEA: Big shout out to O'DEA High School for opening up their facility again to support and celebrate the Inclusion Ministry's gathering for all. PARTY! The [Inclusion Mass flyer](#) is now available to share generously! ALL FAMILIES ARE WELCOME!

### Special Olympics of Washington

On February 8, **Dave Lenox**, President and CEO of Special Olympics of Washington, presented at the Diversified Learners Executive Committee's meeting. 2 big take aways: 1) [Special Olympics History and Future - pdf](#). This resource shows the growth and evolution of Special Olympics and the focus NOW which is being an agent of change for inclusion and social justice using sports and newly identified initiatives. Great resource to share with faculty and students. Take a peek! 2) **Unified Robotics is now a sport!** This could be a do-able sport in many of our schools! **Unified Robotics Website:** <http://unifiedrobotics.org/> There is a [SOWA Robotics Guide](#) and a [Unified Robotics Flyer](#) for your consideration. This fall we had our first initial schools participate. They LOVED it!



**Tim Hunt**

Marketing &  
Financial Services

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### **Ad Pilot 2.0—LAUNCHED**

We have launched Ad Pilot 2.0, including Facebook and Google search ads that direct visitors to a new centralized website ([catholicschoolsww.org](http://catholicschoolsww.org)) designed to raise awareness of Catholic schools and direct more people to consider us for their children. Targeted advertisements are now live to ALL Catholics and ALL school-aged parents within 5 miles of ALL Catholic schools.

These ads will run through February, to make sure you are prepared to welcome, follow up, enroll and retain more families this year!

### **GreatSchools.org Reviews**

More and more parents are accessing online reviews as they consider education options for their children. One review site, [GreatSchools](http://GreatSchools.org), feeds into Zillow and RedFin real estate listings and will sometimes include local Catholic schools as part of a home listing profile (though not as often as we would like).

As we enter registration season we highly recommend that all schools “claim” their GreatSchools profile (yes, you have one) to: 1. ensure the description is accurate and 2. encourage some of your best parent ambassadors to provide new reviews about why they love your school. In addition to GreatSchools, we also recommend updating Yelp, Facebook, and Google descriptions and encouraging parents to provide positive reviews.

### **Budget Season**

Each school recently received both a template to create their next year’s budget as well as an analysis tool that will help the conversation to develop financial goals for next year. If you’d like assistance with developing your next year’s budget, please feel free to contact me!



**Kaitlyn O’Leary**

Curriculum, Early Learning  
& Government Programs

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### **OSPI Compliance: Private Education Re-Approval Application**

The annual OSPI re-approval application is now open in EDS and is **due by April 10<sup>th</sup>**. [Click here](#) for detailed instructions on filling out this form.

### **Regional Curriculum Day Offerings**

[Click here](#) to learn about different workshops taking place throughout the Archdiocese on March 16<sup>th</sup>. Note especially the [Emergent Writing Workshop](#) available to all Pre-K and Kindergarten teachers and the free [Innovative School Transformation Conference](#) hosted by O’Dea High School in partnership with Microsoft.

### **Save the Date! GRACE Catholic Educators Forum**

The GRACE Catholic Educators Forum will take place on June 21<sup>st</sup> and 22<sup>nd</sup> this year. We are asking that all teacher leaders AND principals attend this event. Registration and location information will be available soon.

### **MAP Training Materials**

All training materials from the February MAP trainings can be found on the [OCS website here](#).



**Karen Tarabochia**

Governance, Operations, &  
Personnel

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### **Performance and Evaluation Policies**

As the school year passes the mid-point it is important to consult policies if you are needing to make changes in personnel.

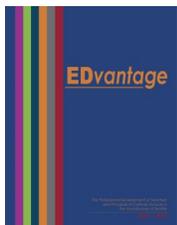
#### 3.60 [TEACHER’S PERFORMANCE EVALUATION](#)

(A) All teachers employed in the Catholic schools shall be evaluated by the school administrator or designee .....

(B) Newly-assigned teachers shall be evaluated twice within the first year of their new assignment .....

(C) If a teacher’s covenant is not to be renewed for failing to meet good teaching or leadership standards, the school administrator must conduct an evaluation and give the teacher feedback to support improvement of his or her performance. The improvement plan must begin no later than March 15<sup>th</sup> .....

Call for support or with questions: 206-382-4860 !!



### **EDvantage Professional Development Opportunities 2017-2018**

The [2017-2018 EDvantage](#) is now available. Please share this link with all your school personnel.

If you have any questions, please contact [Janeal.grosinger@seattlearch.org](mailto:Janeal.grosinger@seattlearch.org)

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**Jack Huber**

Data Management

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### Still time to submit a Proposal for the MAP Fusion Conference

The national [MAP Fusion Conference](#) will be in Portland on June 26<sup>th</sup> and 27<sup>th</sup>. The OCS hopes to send a group to attend this conference and learn together. After February the 16th, the registration cost is \$560 per person. Title IIA funds can be used to pay for the conference.

Does your school have a story of success to tell about MAP? Then please consider presenting at the conference. [Click here](#) for the Call for Proposals. Presenters earn three free passes to the conference.

### Using MAP data to Inform your Work

With thanks to schools who participated in winter testing, the winter testing window is closed and the data are ready for reporting and analysis. Do you need help summarizing the data? Need help with Excel spreadsheeting and charting? I'm eager to help!

If there is anything I can do to help you work with your data, please don't hesitate to contact me at [jack.huber@seattlearch.org](mailto:jack.huber@seattlearch.org) or 206-382-4855.

### Update on MAP Administrative Access

In the fall we updated MAP user roles to ensure administrators had access to the data only for their own school. We've since heard feedback that this change impacted your ability to manage other users at your school and access operational reports. Please know that we've heard your concerns and are working with NWEA to resolve the issue, most likely by the spring testing window.



**Tom O'Callahan**

E-Rate & Technology

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### E-Rate Task Force

34 of 42 schools have submitted 2018 Internet funding requests (Form 470). Schools are starting their classroom WiFi network equipment bid evaluations and classroom cabling bid evaluations will start next week. The estimated length of new cabling installed to support the 20+ classroom network modernization projects over the past 3 years is over 8 miles.

### Technology Strategy and Planning

Tom visited a public school that recently adopted 1:1 computers for grades 3-12. Here are a couple IT infrastructure highlights. The student take home tablets (grades 6-12) were wearing out closer to 3 years than 4 years. All classrooms had a WiFi access point and the 9-12 grade network design needed to be adjusted to double the number of access points due to the high density of student tablets and phones.



**Kelly Surapaneni**

Leadership Development

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### Leadership Academy

*We are taking nominations for the 2018-2019 cohort of the Leadership Academy.*

**WHO:** Aspiring administrators

**WHEN:** 1 Summer Workshop-**August 15-16**

**5 Tuesday Meetings** throughout the school year from **3:00pm-6:00pm**

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

Here is the survey link for those interested in applying: [Leadership Academy Interest Survey](#)

Or contact Kelly Surapaneni at [KSurapaneni@fulcrumfoundation.org](mailto:KSurapaneni@fulcrumfoundation.org).

### Principal Certification, and 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:](#)

### Seattle University Educational Administration Program Testimonial

Ali Mullin, a teacher at Our Lady of Fatima, is currently enrolled in Seattle University's Educational Administration program.

[Here is an insight into Ali's degree work from Seattle University.](#)



**Kristin Dixon**

Elementary Accreditation

**Karen Tarabochia**

Secondary Accreditation

### 2017-2018 Accreditation Progress Reports

For schools in Accreditation Year 1, 2,3, or 4 (not the self study year or the visit year)—you are scheduled to complete the annual accreditation progress report. The new report template has been sent to your email inbox along with instructions on the new format. If you have any questions about the report, please contact [Janeal.grosinger@seattlearch.org](mailto:Janeal.grosinger@seattlearch.org)

### Accreditation Team Member Training—Elementary

Thank you to everyone who signed up for to be on an accreditation team for 2017-2018. We will hold all training meetings at the beginning of the previsit meeting date, unless you are notified by OCS. If you are assigned to an accreditation team and are unable to attend the previsit date, please contact us as soon as possible.

If you have any questions, please contact [Janeal.grosinger@seattlearch.org](mailto:Janeal.grosinger@seattlearch.org)

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### **High School Leadership Dinner with Archbishop**

The Leadership Dinner is scheduled for Wednesday, February 28th at 5:30 PM in the Orr Conference Room of the Chancery. [Please register](#) your Senior Class Officers for this dinner. The registration deadline is February 12th. High School Principals should receive a letter from Mrs. Dixon shortly with more information. If you have any questions, please contact [Janeal.grosinger@seattlearch.org](mailto:Janeal.grosinger@seattlearch.org)

### **2018-2019 Academic Calendar**

The [Archdiocesan Academic Calendar for 2018-2019](#) is now available. Please use this calendar when finalizing your school calendar. You should receive an email today from our office with the calendar template. If you have any questions on how to adjust this calendar for your school needs, please contact [Janeal.grosinger@seattlearch.org](mailto:Janeal.grosinger@seattlearch.org)

In addition, the [online calendar tool](#) is now available for the 2018-2019 School year. Please complete your calendar dates online by March 1, 2018.

### **Archdiocesan School Board Awards**

Would you like to nominate your pastor or school leader for this year's Archbishop Brunett or Sr Mary Taylor awards? Please [Click here](#).



### **529 Plans and K-12 Education**

Did you know that 529 Education Savings Plans can now be used to pay for K-12 education—including Catholic school tuition? Changes approved in the new Tax Cuts and Jobs Act extend the use of 529 Education Savings Plans—traditionally meant to cover college or other post-high school education and training costs—can now be used for approved K-12 education expenses. Fulcrum is working with the Office for Catholic Schools to develop tools and guidance for schools and parents on this issue. In the meantime, check out these great resources to learn more about the changes:

**[What is a 529 Plan?](#)**

**[What are the new changes to 529 Plans?](#)**

**[New York Times Article](#)**

**[CNBC Article](#)**

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