

## Administrator's Meeting – March 15, 2018

### ISS Updates

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#### Stephanie Lowe Ellis – EC Department/Crisis Information and Updates

- Discipline and Disproportionality (Share EC Disproportionality Updates)
  - [Tackling Tough Topics of Racial Equity and Disproportionality](#)
- Mental Health Advisory Council Updates
  - Send Referrals-Fax them to Edith Lillard at 336-627-2660
  - [School Based Mental Health Information- Google Folder](#)
- ECATS Update
  - The pilot training for us is March 23 (Friday)- Some of the EC Leadership team will attend this training in Goldsboro, NC.
  - April 2 and 3rd is training for pilot schools (week prior is spring break)
  - Double entry will be required for pilot participants (EdPlan and ECATS entry).
  - March 29th- April 25 is the pilot time for ECATS
  - The new system will not go live until July 1st or after.
  - The train the trainer for EC director and 5 other EC Program specialists (2 for Fee for Service and 4 for Special Education) will be some time in June (anticipated timeframe)
  - The MTSS module of the ECATS system will not roll out until next year.
  - **All EC forms and information will need to be updated by May 30, 2018!**
  - The dark period is projected to be: June 16th through July 11th, 2018.
- Remember-April 1st Headcount!
- School Safety Updates
  - [RCS Crisis Response and Planning Google Site](#)

#### Holly Williamson

- 504 updates
  - Ensure your staff members are using updated forms
  - All 504s to be submitted to H. Williamson (copy) for filing at CO
  - All initial and re-evals must be audited (send to HW at CO)
- MTSS/PBIS updates
  - Time to sign up for SET evaluations- to be conducted after Spring Break
  - All MTSS schools will need to complete SAM prior to SET evaluation
  - Middle School site visit April 9th at McDougale Middle in Chapel Hill
- Be sure to give school nurses advanced notice of field trips so that appropriate arrangements can be made for medical issues or medication administration.

- Camp Good Grief April 14th
  - Support staff have been provided with info pack and applications
  - Applications Due April 4
  - Need volunteers and camp buddies (high schoolers)
- Mandated Reporting
  - Be sure that all staff are aware of their responsibilities to report. Do not wait-- report it yourself if you become aware of concerns

### **Cindy Corcoran – ISS Updates**

- School Assignment Policy – 4150 – This policy will go before the board on 3/20/18 for approval. The Student Assignment Office will be working to communicate the revisions of this policy and the communication protocols. A draft copy can be found in the CANVAS under Instructional Support Services.
- State Superintendent’s Art Submission – Directions in CANVAS under Instructional Support Services