

K-12 and Administrative Staff Meeting – Central Office
June 14, 2018 - 11:00 am
Minutes

I) Dr. Cindy Corcoran, ISS Updates

a) OCR

- [OCR District Data 15-16](#)

(1) Because of the shift in administrators, make sure all information is entered is entered. Discipline must be in PowerSchool by tomorrow (June 15th). This information has to be sent to DPI.

b) Dress Code

- [Dress Code Regulation](#) - Handout given
- A committee of 16 reviewed the dress code. This was comprised of 4 administrators, parents, students, and school board members.
- The dress code should be monitored by everyone.
- Updates were given regarding headgear, leggings, mesh clothing, visible undergarments, sleepwear, clothes with holes, etc.
- [Regulation Code 4300 R2E Waiver](#)

(a) Principals should use discretion in a case to case basis regarding special circumstances.

c) [Nurse Assignments by School 2018-2019](#)

- One position is currently available. This position will be replaced.

d) [SRO and Safety Summit](#)

- Wed, August 15th – RCMS – 8:00 am – 4:00 pm
- [Registration Form](#)
- This is for your Crisis Team. Each school send one Administrator, one EC teacher, school counselor, school nurse, social worker, school psychologist and SRO to be present that day for the training.
- This is not a scheduled required or optional work day. Talk with your support staff and see if you can trade out some days.

e) [2018-2019 Instructional Support Staff - Counselors](#)

II) Parker Turpin – Finance

- a) Get with your bookkeeper before you leave for vacation and make sure payroll is turned by July 2nd.

III) Dr. Charles Perkins

a) [C & I Updates - June 2018](#)

b) NC STAR - Process prior to June 25

- Review your plan and action steps. All action steps should have at least 1 update.
- Full implementation requires documentation/evidence uploaded to a folder.

- NC STAR is a continuous process - just keep working on your indicators.
- Reset due dates, update action steps, add or remove pertinent info.
- Review 2017-18 data in preparation for SIT Summer Academies
- c) SIT Summer Academies
 - Session I: June 25-28 (8 - 11 am) & Session II: July 9 - 12 (8 - 11 am)
 - Sign Up - [2018-2019 School Improvement Plan/NCStar Academies \(Responses\)](#)
- d) Summer Expectations
 - Office Coverage (7:30 am - 5:30 pm) Monday – Thursday
 - (1) Telephone Coverage - make sure someone answers the telephone (we receive several complaints during the summer about no one answering calls).
 - (2) Make a schedule for coverage. You may have to include yourself in that if needed.
 - Make sure a vacation responder message is on email.
 - Marquee Updates with Open House Dates
 - (1) Wednesday Aug 22 (3 - 7pm): Secondary
 - (2) Thursday Aug 23 (3 - 7pm): Elementary
 - Turn in leave forms for your vacation days to Hazel Barker at CO.
 - Schedule Clean-up with Custodial Staff.
- e) GEM Grant Funding - \$5,000 to be awarded to 5 schools
 - The deadline has been extended to the end of July because only one school has applied so far.
 - Make sure you are taking advantage of this generous funding from Reidsville Area Foundation.
 - Information and [Gem Grant Application](#)
- f) Class Size Changes
 - [Class Size Law](#)
 - District cannot exceed the *average* of 20 per K-3 classroom.
 - (1) The K-3 max = 23. We cannot exceed this number at any time during the year.
 - (2) Don't be afraid of combo classes as they may be necessary.
- g) Teacher Summatives were due by June 8th. Many are missing. These need to be finished as soon as possible. These must be completed or no EVAAS.
- h) Testing Review
 - 628 students (31.5%), passed the retest, not including English II. These scores have not yet been returned.
- i) Equity Training
 - A powerful session yesterday.
- j) Reflection - Growth Mindset – GOAL
 - [The Power of Yet](#) – video
 - Log into your penzu account and take 3 minutes to reflect on this year and our accomplishments and challenges www.penzu.com
 - Congratulations and Thank You for ALL your hard work!

IV) Dr. Rodney Shotwell

- a) Dr. Al Royster, Kimberly Money, and Ashley Young were recognized and thanked for their service to RCS as they are leaving our school system.
- b) This has really been a year of unique challenges in our schools, with Board changes, a technology virus, redistricting, and many new leadership opportunities.
- c) A positive thing is that the change in the calendar, to 168 days, has had no impact on our growth.
- d) Fear Factor Activity – Dr. Shotwell, Dr. Parks, E.C. Stophel
 - Fear Factor moments from this year were reviewed and a Fear Factor activity was done that resulted in administrators earning a prize of a wobble chair.

V) The meeting was dismissed and all were invited to the 4th Annual Appreciation Cookout held in the upstairs board room.