

Vol. 12, No. 5 / October 29, 2021

THE FRIDAY UPDATE



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A MESSAGE FROM OUR SECRETARY FOR CATHOLIC SCHOOLS...

Dear School Leaders,

Last week, several Catholic Schools Office staff members and I attended the ESPA retreat in Rehoboth Beach. It was a much needed opportunity for all of us to take a moment to breathe and refresh ourselves. Fr. Scott Woods, Sacred Heart Church, La Plata, was a wonderful retreat master, sharing stories from his years of ministry to illustrate God's love and care for us, as well as, providing the opportunity to celebrate the sacraments of Reconciliation and the Eucharist. The Southern Maryland principals were gracious hosts, making sure we had engaging activities, dined well and even had lovely mementos of our time together. But, most important, this was a time for fellowship with each other and a chance to support and encourage one another and get to know each other a little better. This retreat time was a precious gift!

We look forward to seeing your faculty and you today, for Collaboration PD Day, especially as Wendy Anderson and her team have developed an excellent cadre of activities and classes to enrich your experience. Also, please continue to browse and mark your calendars, in accordance with the information and events listed in this Friday Update edition.

As we remember all of our saints on November 1, both those loved ones we hold in our hearts and for the tremendous sacrifices made by all who have gone before us, let us pray together, *"Bless the memories of your saints, God."*

In Peace,

Kelly Branaman

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MASTER CALENDAR

Monday, November 1, 2021 Holy Day of Obligation - All Saints Day (APC closed)	Wednesday, November 3, 2021 Regional Crisis Teams Meeting 10:00 a.m. - Virtual
Thursday, November 4, 2021 ESPA Exec. Committee Meeting 9:30 a.m. - Virtual	Monday, November 8, 2021 DC ESPA Meeting 1 p.m. - 3 p.m. - Virtual
Tuesday, November 9, 2021 MC ESPA Meeting 12:30 p.m. - 2:30 p.m. - Virtual	Wednesday, November 10, 2021 PG ESPA Meeting 9:30 a.m. - 11:30 a.m. - Virtual
Thursday, November 11, 2021 HOLIDAY - Veterans' Day (APC closed)	Tuesday, November 16, 2021 ESPA Conference Day - St. Mary of the Assumption 8:30 a.m. - 2:00 p.m.
Wednesday, November 17, 2021 ADW Board of Education Meeting 6 p.m. - 7:30 p.m. - Virtual	Thursday, November 18, 2021 SoMD ESPA Mtg 9:30 a.m. - 11:30 a.m. - Virtual
Thursday, November 18, 2021 2nd Qtr. Tech Talk 3:30 p.m. - 4:30 p.m. - Virtual	Thursday, November 25 and Friday, November 26 HOLIDAY- Thanksgiving (APC closed)

MASTER TO-DO LIST

- Complete safe environment training assurance [HERE](#).
- Send your Ambassador Parent recommendations to quisquinayb@adw.org by Nov.5



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PROFESSIONAL DEVELOPMENT

SAVE THE DATE!

Resource Teacher Meeting

December 9, 2021 / 9:00-2:00

St. Mary of the Assumption School, Upper Marlboro, MD.

Agenda and registration links will be sent in November.

FREE BOOK STUDY

Join Jennifer Monger as you dig into the book, [Teacher as Curator: Formative Assessment and Arts-Integrated Strategies](#) by Lisa Donovan. Teacher as Curator provides a roadmap for using creative strategies to engage both educators and students in the learning process. Focusing on key qualities of culturally and linguistically responsive arts learning, chapters specifically demonstrate how arts integration strategies and formative assessment can be a catalyst for change in the classroom. [Click here to sign up today!](#)

- Online using Schoology
- November 2 - 24: Reading, discussion, and reflection will continue a few sections at a time each week with online discussions.
- December 6: 1-2 page reflection paper due
- Completion of this book study will earn you 1 MSDE continuing education credit.



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ENROLLMENT & ADVANCEMENT

New – Archdiocesan Tuition Policy Implementation Resources

As a reminder, all archdiocesan elementary schools are expected to utilize the new tuition policy for school year 2022-2023. The following resources are available [HERE](#) to support archdiocesan elementary schools that are implementing the new tuition policy (see Policies for Catholic Schools – Section 4000):

- Tuition Policy Statement Template
- Tuition Policy Statement Instructions
- Tuition Policy Implementation Meeting (September 22, 2021) – Power Point Slide Deck
- Tuition Policy Implementation – Talking Points
- Sample Verbiage
 - o Grants
 - o Active Parishioner

Please contact Sean Brown, Manager for Funding & Enrollment, via email at browns@adw.org for assistance or if you have any questions.

Niche School Profile Page

As a strategy to expand digital marketing for ADW schools, the Catholic schools office has partnered with Niche. To benefit from this partnership, all schools are highly encouraged to claim their Niche school profile page. Please see instructions and links below, contact Anna

Quattrone at quattronea@adw.org for support or questions.

What is a profile and why should you claim it?

- It's FREE – click [HERE](#)
- Log-in credentials
- Virtual tour button
- COVID-19 update box
- Keep information up to date
- Monthly profile reports

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Ambassador Parents Program Recruitment

The Catholic Schools Office is working to provide more opportunities to support communication between the Catholic school and the Spanish-speaking, Hispanic community. The “Ambassador Parents Program” is designed to support schools that do not have sufficient resources for effective Spanish language communications.

The parent ambassadors will be specially trained to outreach and support Hispanic families in the parish and school community. Candidates should:

- Have a strong relationship with the school community and parish.
- Have a willingness to support Catholic education through advocating the benefits of Catholic schools to Spanish speaking parents.
- Are Virtus qualified, pastor and principal approved.
- Bilingual (English and Spanish) school parent and/or volunteer.

Please take a moment to send name, parish affiliation, phone and email address to QuisquinayB@adw.org by **November 4, 2021**. All candidates will be invited to an introductory virtual meeting on November 10 at 7 p.m. for more information.

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Tuition Assistance Orientation Sessions in Spanish are now available!

The ADW Catholic Schools Office will offer two Orientation Sessions in Spanish for current school families who are looking to apply for Tuition Assistance and Enrollment for 2022-2023. Resources about the TADS online application, deadline reminders, and requirements to apply for the Archdiocesan Tuition Assistance Program will be offered during the following sessions:

- Wednesday, November 17, 2021 - 7:30 p.m.
- Thursday, November 18, 2021 - 6:30 p.m.

Please share this [LINK](#) with your current Spanish Speaking families for them to register. Deadline to register is **November 15**. Families will get an email with the link to the virtual meeting a day before as a reminder. For questions please write an email to escuelas@adw.org.

TO DO ITEMS

Enrollment Management

- Claim school Niche profile page [HERE](#) – email Anna Quattrone at quattronea@adw.org for support or questions about Niche
- Send reminder about the 2022-2023 Tuition Assistance Program Application
- Activate TADS 2022-2023 admissions portal

HSPT

- Share HSPT registration link with parents
- Distribute and collect Authorization to Release Records forms to parents
- The Access Portal for school leaders to monitor HSPT registration reports is now open [HERE](#). If you need assistance accessing the portal please send an email to hspt@adw.org.

November Junior Saints submissions

November is the month when we celebrate Thanksgiving. For the November Junior Saints, students are invited to draw a picture and write about what they are thankful for. The drawings and writings should be emailed to mark@cathstan.org by Wednesday Nov. 10.

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ANNOUNCEMENTS

SAFE ENVIRONMENT TRAINING ASSURANCE

Please complete the survey [HERE](#) to assure all students in at your elementary, middle or high schools received safe environment training and records of compliance are maintained according with the Child Protection Policy of the Archdiocese of Washington (Sec. 4.5) and Policies for Catholic Schools. For questions contact Chris Buchleitner to BuchleitnerC@adw.org.



2nd Quarter Tech Talk

Let's gather and discuss all things tech!

There will be a product demo and open sharing breakouts based on your interests. Please RSVP - [HERE](#).

Date: Nov 18, 2021 Time: 3:30 PM

For further questions email Tiffany at Wilsont@adw.org

Frontline Teacher Evaluation Calendar of Tasks – November 2021

Please see below the Frontline tasks for this month. If you need assistance with the tasks or have any questions, please contact Tiffany at wilsont@adw.org or 301-853-4549. If you would like to schedule Frontline or Danielson training for you or your staff, please click [HERE](#) and select a day and time that is convenient.

Eval. Timeline	Initial Staff Development Stage (1-2 years)	Renewal Stage (1 year)	Professional Growth Stage (1-2 years)	Specific Staff Development Stage (as needed)
TO-DO	Initial Staff Development Stage	Renewal Stage	Professional Growth Stage	Specific Staff Development Stage
November	<ul style="list-style-type: none">Principal will conduct a formal observationPrincipal and teacher will meet to review formal observationPrincipal does at least one documented walkthroughNew teacher brief check-in meeting (optional)	<ul style="list-style-type: none">Principal does at least one documented walkthrough	Optional: Check-in on goals or informal walk-through	<ul style="list-style-type: none">Principal does at least one documented walkthroughPrincipal and teacher will meet to review professional growth plan

STREAM Committee

The Archdiocese of Washington Catholic Schools Office is in search of educators and school leaders to serve on the PK-8 STREAM Program Committee.

The purpose of the STREAM Program Committee will be to develop a curricular framework for an integrated STREAM (science, technology, religion, engineering, arts, and math) program that will provide opportunities for PK-8 students to become innovative, compassionate, and systematic problem-solvers in preparation for their future studies and vocations.

We encourage educators and school leaders across all ADW PK-8 schools, grade levels, and content areas to consider serving on the STREAM Committee.

For more information and to submit an interest form, please visit the link below. Thank you for your interest in being part of this exciting opportunity for ADW Catholic Schools!

Interest Form Link [HERE](#).

