VOL. 10, NO. 8

THE FRIDAY UPDATE

A LETTER FROM THE SECRETARY FOR CATHOLIC SCHOOLS

Dear School Leaders,

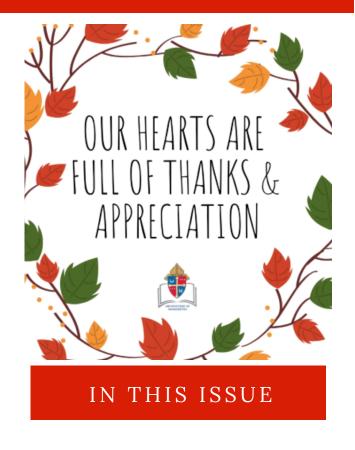
Many thanks to all principals who joined us this week at the ESPA Multi-Conference Day. This meeting was the first of four Cultural Competency trainings that will take place over the coming months. With Dr. Stephanie Savick's introduction into self-reflection and helping us to understand the assessment, the day was very enlightening. My team and I look forward to building upon this knowledge and learning more in these important workshops, that will take place at the upcoming ESPA Conference Days.

As we approach the holidays and the season of giving, I ask that you take the time to review the *Giving Program Campaign*, again in preparation for Giving Tuesday on December 3. In addition, please check the calendar for upcoming dates, such as Leadership Academy, High School Principals Association meeting, and the Principal Budgeting Workshop.

I am very thankful for each and every one of you for your hard work and dedication to the mission of Catholic education. I pray for you and your school communities, may you have a blessed Thanksgiving with friends and family.

In Christ,

Secretary for Catholic Schools



Master Calendar	Page 1
Master To-Do List	Page 2
Marketing &	Page 3
Enrollment Managemen	t
Curriculum &	Page 4
Professional Developme	ent

Master Calendar

Thursday, Nov. 28 - Friday, Nov. 29 Thanksgiving Break - CPA Closed

Monday, December 2 Leadership Academy 9:30 AM | St. Anselm's Abbey School

Tuesday, December 3 ADW Special Education Advisory Team Meeting 1:00 PM | Pope Francis Center

Wednesday, December 4 New Principal Meeting 12 PM | St. Peter's School - Olney

Thursday, December 5 Resource Teacher Meeting 9:30 AM | St. Mary of the Assumption School

Thursday, December 5 ESPA Executive Committee Meeting 9:30 AM | Pastoral Center

Saturday, December 7 HSPT Administration for Non-Attending Students

Monday, December 9 DC ESPA Regional Meeting 9:30 AM

Tuesday, December 10 MC ESPA Regional Meeting 12:30 PM | St. Francis International School

Wednesday, December 11 PG ESPA Regional Meeting 9:30 AM I

Thursday, December 12 SoMD ESPA Regional Meeting 9:30 AM I

Saturday, December 14 HSPT Administration for Non-Attending Students

Sunday, December 15 High School Choice(s) Window Closes

#ADWFamily Feature

"Thank you to our amazing parents for all of their support! #CCASucceeds #CCAFamily #ADWFamily"

-@SHSchoolDC



Have a great #ADWFamily photo or story to share? Please send to Anna Quattrone at quattrone@adw.org. We would love to share your news!

Master To-Do List

Assurances Due

The school is in compliance with the Safe Environment Policy for Students and Staff and have completed the report in Cognito.

Due: December 20, 2019

ACTION ITEM SUPPOR

CSO/ADW SUPPORT CONTACT

Wendy Anderson

Wendi Williams

Academics & Leadership

- Review progress reports and identify Vicky McCann concerns
- File reviewed and approved teachers' professional development plans
- Remind eligible teachers about the Cardinal Baum Scholarship application

Advancement

• Implement Giving Program

Enrollment Management

Remind families/schools about Sean Brown upcoming tuition assistance application process deadline

HSPT

- Send reminders to parents to make high school choices online
- Send recommendations, transcripts, and transfer of records to high schools

Wendi Williams/

Anna Quattrone

School Safety

- Complete the Students Safe Environment Compliance form, and review with pastor or canonical administrator
- Plan for 8th graders to attend the Youth Rally and March for Life

Chris Buchleitner

Marketing & Enrollment Management

ADW Tuition Assistance Program

The deadline date for returning families to apply for archdiocesan tuition assistance for the 2020 – 2021 school year is **Friday, December 6, 2019.** The deadline date for new families to apply is **Friday, February 14, 2020.** Families may apply online by logging onto www.adwcatholicschools.org/tuition-assistance/

Giving Campaign Program

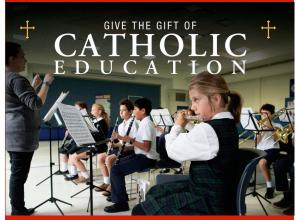
The Giving Program strategy and materials for Day of Giving (Dec. 3), Year-End Giving and 2020 CSW Day of Giving, have been distributed to all ADW schools.

For an overview of the program and materials click **HERE**

Annual Archdiocese Financial Communication

As a reminder, schools are required to upload into ASSIST, a copy of their school's annual archdiocesan financial communication (Policy# 4610). All Archdiocesan Catholic Schools shall provide families and parishioners annually, by October of each school year, an Archdiocesan school/income expense report and a current status of the school financial report. Schools may utilize a customizable template, that can be located HERE when communicating the required policy information to their school communities.

Please upload a copy of this communication into ASSIST by Friday, November 29, 2019. Please contact Sean Brown, Manager for Funding & Enrollment, via email at browns@adw.org if you have any questions.



Frontline Professional Growth Activities

November Challenge = Take 3 activities total in the following components. Click each link for applicable activites

- 4B: Maintin Accurate Records
- 4C: Setting Instructional Outcomes
- 4F: Showing Professionalism

All teachers that complete 3 activities will receive a monthly badge and automatically entered in a drawing for a gift card!

> Click HERE for Challenge details



Congratulations to the October Challenge Winner! Coretta Streat at Annunciation Catholic School

Curriculum & Professional Development

Curriculum Corner

Check out the November Curriculum Corner newsletter for the top trends in priority standards. Make sure to share your lesson ideas with other ADW teachers! Click here for the newsletter.

Lesson Plan Collection

All teachers are invited to use this form to share any lessons aligned to our ADW standards with other ADW teachers. After reviewing your submission, Vicky McCann will add your resource to an ADW Lesson Plan Database. The database will be created when lessons start rolling in! Teachers Helping Teachers - Share Here!