

# THE FRIDAY UPDATE

## Back-to-School Edition

### WELCOME BACK!

#### A LETTER FROM THE SECRETARY FOR CATHOLIC SCHOOLS

On August 26, we officially welcomed our Catholic schools back to a great new school year, with the Opening of Schools Mass. With His Excellency, Archbishop Gregory, we had the extraordinary honor to welcome everyone back and recognize over 40 schools and educators for their dedicated service in Catholic education. It was even more significant as we are reminded that this year marks the 230th! new school year for Catholic education in this region, which was known as the Archdiocese of Baltimore in 1789 and later, Archdiocese of Washington in 1939. We are very fortunate to live and work in an area steeped so richly in Catholic history. I leave you to remember the Archdiocese of Washington Catholic Schools Mission, to inspire and enrich you, this year:

*Catholic schools in the Archdiocese of Washington, rooted in Gospel values and the teaching mission of the Catholic Church, are learning communities of faith and service dedicated to the educational equity and excellence for all students.*

Have a wonderful school year!



Secretary for Catholic Schools



#### IN THIS ISSUE

Master Calendar	Page 1
Master To-Do List	Page 2
Marketing & Enrollment	Page 3
Hispanic Enrollment Initiative	Page 4
Catholic High School Information	Page 5
Educational Technology	Page 6

# Master Calendar

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## **Monday, September 2**

Labor Day - CPA Closed

## **Tuesday, September 3**

First Day of School (optional)

## **Wednesday, September 4**

HSPT Registration Opens

## **Thursday, September 5**

ESPA Executive Committee Meeting  
9:30AM | Pastoral Center

## **Monday, September 9**

DC ESPA Meeting  
12:30 PM | Pastoral Center

## **Tuesday, September 10**

MC ESPA Meeting  
9:30AM | St. Francis International

## **Wednesday September 11**

High School Admissions Directors Meeting  
9AM | Pastoral Center

## **Wednesday, September 11**

PG ESPA Meeting  
9:30AM | Holy Redeemer, College Park

## **Thursday, September 12**

Marketing Committee Meeting  
9AM | Pastoral Center

## **Thursday, September 12**

SoMD ESPA Meeting  
9:30AM | Location TBD

## **Wednesday, September 18**

Hispanic Enrollment Staff & Volunteer  
Training  
6PM | Academy of St. Matthias

## **Thursday, September 19**

Social Studies Committee Meeting  
9AM | Pastoral Center

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2019-2020  
*Strengthening  
Families.  
Strengthening  
Schools.  
#ADWFamily*

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# Master To-Do List

## ACTION ITEM CSO/ADW SUPPORT CONTACT

Orient staff on School Emergency Response Plan	Chris Buchleitner
Delegate staff positions for 2019-2020 School Emergency Response Team	Chris Buchleitner
Ensure all staff and volunteers have been fingerprinted and cleared on Virtus	Wendy Anderson
Ensure all students fully completed immunization and jurisdictionally required documents	Chris Buchleitner
Ensure that all immunization and jurisdictionally required document exemptions are listed and filed	Chris Buchleitner
Ensure all required archdiocesan forms are completed in TADS	Chris Buchleitner
Upload appropriate updated student/parent/staff information on School Messenger system	Chris Buchleitner
Review all report cards with teachers; plan parent communication related to report cards	Vicky McCann
Finalize class schedules with faculty to ensure adequate instructional time in each content area	Vicky McCann
Continue implementation of enrollment & marketing activities per school's marketing plan	Wendi Williams
Prepare for high school visits, distribute high school directory, and display high school promo poster	Wendi Williams
Distribute CAP and ICEP information to teachers on a need-to-know basis	Anne Dillon
MD Schools: Identify a delegating nurse; if new, require they attend delegating nurses training	Anne Dillon
MD Schools: Arrange for med tech training for teachers that will be giving medication to students	Anne Dillon
Conduct screenings for early childhood enrollment decisions and Child Find activities	Anne Dillon
Update Scantron site and complete Beginning of the Year Checklist	Vicky McCann

## Reminder

Every school posts either the regional or school level assessment report for your region/school on your website. The CSO is waiting for updated Maryland State-level data before finishing the reports. Once State Level data is available, Jeremy McDonald will provide a word document for each school. Please contact [mcdonaldj@adw.org](mailto:mcdonaldj@adw.org) if you have any questions.

Check out all  
#ADWFirstDay  
activities by  
visiting our  
website

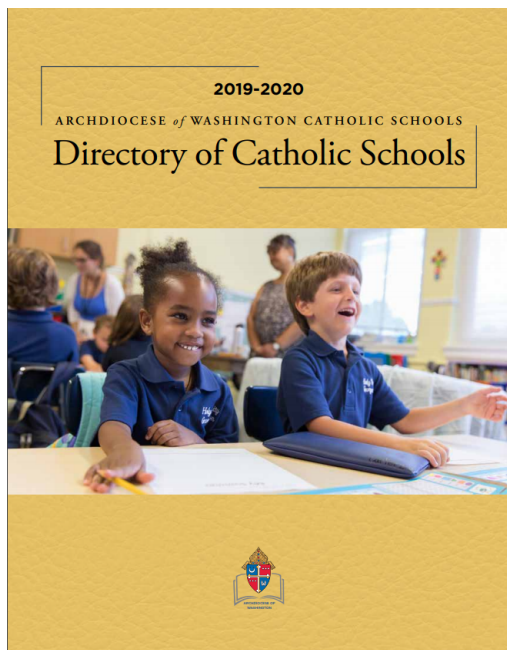
[adwcatholicschools.org](http://adwcatholicschools.org)  
[@adwcathschools](https://twitter.com/adwcathschools)



# Marketing & Enrollment Management

## 2019-2020 Directory of Catholic Schools

Please review your school information listed in the directory [HERE](#). Any contact information changes or omissions should be sent to Anna Quattrone at [quattronea@adw](mailto:quattronea@adw) by Wednesday, September 4.



## 2019-2020 Open House Schedule

The CSO will implement a digital marketing program to support schools open houses during school year 2019-2020. Archdiocesan elementary schools are asked to host open houses during the following windows of dates:

**Fall: Sat., Oct. 12 – Sat., Oct. 26, 2019**

**Winter: Sun., Jan. 26, 2020 – Sat., Feb. 8, 2020**

**Spring: Sun., Mar. 22, 2020 – Sun., Mar. 29, 2020**

If you haven't done so already, please submit your open house dates [HERE](#) to Anna Quattrone to be included in promotional materials.

## *Save the Date*

Marketing Committee  
Meeting

Thursday, September 12  
9AM - 11AM

ADW Pastoral Center

If you, or a member of your staff, need to be added to the marketing committee please register [HERE](#)

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## *Reminder*

TADS Online Admissions  
Portal to Open on October 1,  
2019 for school year  
enrollment 2019-2020



# Hispanic Heritage Month



Join us in celebrating Hispanic Heritage Month beginning on September 15! Please share any planned activities with Miryan Cabrera at [escuelas@adw.org](mailto:escuelas@adw.org)

Need suggestions on how to celebrate?  
Check out recommendations [HERE](#)



## LA ESCUELA CATÓLICA JUSTA PARA TI

Le invitamos a asistir a nuestra sesión de información acerca del proceso de admisión y como solicitar ayuda financiera para la colegiatura en las Escuelas Católicas

Jueves 10 de octubre del 2019	6:30 pm a 7:30 pm	St. Jude Regional School 4820 Walbridge St, Rockville, MD 20853
Jueves 17 de octubre del 2019	6:30 pm a 7:30 pm	St. Mary's School, <i>Landover Hills</i> 7207 Annapolis Rd, Hyattsville, MD 20784
Jueves 24 de octubre del 2019	6:30 pm a 7:30 pm	St. Peter School, <i>Waldorf</i> 3310 St Peters Dr, Waldorf, MD 20601
Miércoles 30 de octubre del 2019	6:30 pm a 7:30 pm	Archdiocese of Washington Pastoral Center 50001 Eastern Ave, Hyattsville, MD 20781
Jueves 7 de noviembre del 2019	6:30 pm a 7:30 pm	St. John the Evangelist School, <i>Clinton</i> 8908 Old Branch Ave, Clinton, MD 20735
Jueves 14 de noviembre del 2019	6:30 pm a 7:30 pm	St. Francis International School 1500 St Camillus Dr, Silver Spring, MD 20903



La Arquidiócesis de Washington están aceptando solicitudes de ayuda financiera para el próximo año.  
Visite [adwcatholicalschools.org](http://adwcatholicalschools.org) y solicite hoy.

Para más información contacte [escuelas@adw.org](mailto:escuelas@adw.org)



Escuelas Católicas  
Una educación basada en la fe que dura toda una vida

# Hispanic Enrollment Initiative

ARCHDIOCESE OF WASHINGTON

## STAFF AND VOLUNTEER TRAINING

### Hispanic Enrollment Initiative

The Catholic Schools Office will host a workshop and information session about the Hispanic Enrollment Initiative for ADW Catholic School staff members and volunteers. The workshop will provide an overview of the purpose of the Hispanic Enrollment Initiative and specific strategies and tactics that can be utilized at the school level to recruit and retain Hispanic and Latino students.

#### SESSIONS OFFERED:

The Academy of St. Matthias  
Wednesday, September 18, 2019  
6:00 - 7:30 pm

St. Columba School  
Wednesday, September 25, 2019  
6:00 - 7:30 pm

St. Andrew the Apostle School  
Wednesday, October 2, 2019  
6:00 - 7:30 pm



## 2019 Financial Aid Workshop Posters

2019 Financial Aid Workshop posters were mailed with the high school marketing materials package. Please display these posters in the parish vestibule, school gym/auditorium, lobby, and other locations. If you need additional posters or have any questions please contact [escuelas@adw.org](mailto:escuelas@adw.org)

# Catholic High School Information

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## 2019 HSPT

The HSPT will be administered in archdiocesan elementary schools on Wednesday, November 20, 2019. Registration opens on September 4, 2019 at 9:00 a.m. and closes on November 3, 2019 at 11:59 p.m. Additional information about the HSPT, including test format and cost, is available on the registration site. Click [here](#) to visit the HSPT registration site that should be provided to parents.

## 2019-2020 Catholic High School Admissions & Testing Guide Appendices

2019-2020 Catholic High School Admissions Information and Testing Guide – Appendix B & C are available. Please click on the links below to access. Individual forms/documents can also be found on the principal portal.

[Appendix B](#)

[Appendix C](#)

## Catholic High School Promo Items

The high school marketing materials and distribution instructions were mailed or delivered to schools. Please watch the mail early next week for your delivery. If you did not receive or need additional items please contact Anna Quattrone at [quattronea@adw.org](mailto:quattronea@adw.org)

### 2019-2020 Catholic High School DIRECTORY



Find the Right Catholic School For You



# Mark Your Calendars

**November 15, 2019**

**9:30AM-2:30PM**

St. Mary of the Assumption  
Fall All Regions Educational  
Technology Meeting (all tech  
teachers should attend)

**February 15, 2020**

**9:30AM-1:00PM**

St. Pius X Regional School  
EdCamp ADW the  
"Unconference" FREE PD for ALL  
Educators. Please encourage  
attendance!

**March 27, 2020**

**9:30AM – 2:30PM**

Location TBD  
Spring All Regions Educational  
Technology Meeting (all tech  
teachers should attend).

Catholic EdCamp DMV date and  
location TBD.

## Principal Portal/Website

Please take some time to check out  
the principal portal [HERE](#)  
If you do not have access, please  
contact Anna Quattrone at  
[QuattroneA@adw.org](mailto:QuattroneA@adw.org)

## Educational Technology

- The teacher site is updated and can be accessed by going to; <https://sites.google.com/site/adwteacher/>
- [Adwcollaborators.weebly.com](http://adwcollaborators.weebly.com) – ed tech tools and resources for all
- ADW, CSO 2018-23 Educational Technology Plan: <https://goo.gl/81S9ji>
- Security Best Practices Whitepaper: <http://bit.ly/SecurityBestPractices1819>
- MEEC, Maryland Education Enterprise Consortium – all ADW schools in Maryland are members. Take advantage by going to [MEEC-edu.org](http://MEEC-edu.org)

### New Student & Parent Technology and Internet Usage Agreement

English Version

Spanish Version

[Additional Parent Resources Page](#)

**ADW Educational Technology**



[ADWCollaborators.weebly.com](http://ADWCollaborators.weebly.com)

#ADWTeach #ADWJoy #ADWLearn  
@ADW Catholic Schools

ADW Lead Technology Coaches

Providing PD for STEAM/STREAM, Thinglink, coding, Seesaw, StoryJumper, Skype, G-Suite, Microsoft Office, OneNote for Class, Minecraft, Discovery Education, IXL, Project-Based Learning, 1:1 guidance, school tech plan guidance, Twitter, student blogging and much more

**Contact us:**  
[goo.gl/59OGLd](https://goo.gl/59OGLd)

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