

OCS Bi Weekly Update

October 9 - 22, 2016

Serve 25,000 students to be Christ-like leaders by 2020

SUPERINTENDENT

Patrick Haggarty

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TED. TED. TED. What a great day for Catholic schools in the Northwest. On Friday, I had the opportunity to attend the Teacher Excellence Day at both campuses and experience the energy and enthusiasm that only 1,500 Catholic educators can muster. I have to admit; last year I was impressed with TED. This year, I am simply blown away by the dedication that so many have toward their vocation. Thank you for your willingness to participate and be a part of an outstanding day in Western Washington. Importantly, I would like to express my sincere gratitude to Lisa O'Leary and Kristin Dixon for all of their work to organize the event. Certainly, TED could not take place without the host schools and employees, the OCS staff, the Diversity Committee members, the fantastic presenters and facilitators, and the hundreds of behind-the-scenes volunteers, but if it were not for Lisa and Kristin, TED would be a very different day. On behalf of the many who will count TED as a highlight to the 2016-17 school year, thank you – very much.

IMPORTANT DATES TO REMEMBER:

Executive Principal Meeting October 11, 2016 10 AM – 2 PM; Orr Conference Room	The Annual Fund: Building for Fundraising Seminar November 2, 2016 9:00 AM, Orr Conference Room, Chancery
High School Quarterly Meeting October 28, 2016, 10 AM – 12 PM, Orr Conference Room	Principal Meeting November 10, 2016 Palisades Retreat Center
Leadership Academy November 1, 2016 Kennedy Catholic HS	Thanksgiving November 24-25, 2016 OCS offices will be closed Thursday and Friday

LEADERSHIP DEVELOPMENT

Kelly Surapaneni

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LEADERSHIP ACADEMY

It brings great pleasure for me to introduce Kelly Surapaneni as the Coordinator of Leadership Development, pro tem. Kelly is a Fulcrum Foundation employee who has been tasked with two critical leadership responsibilities: 1) Work with the Superintendent and OCS staff to direct the Leadership Academy and 2) Act as the OCS and Fulcrum delegate to engage colleges and universities regarding Catholic school leadership education. Fortunately, many of our school leaders and OCS staff know Kelly, as they have worked with her. No stranger to our Archdiocese, Kelly lives on the Eastside and continues to work with several Catholic schools, especially with the blended learning pedagogy. Kelly can be reached by email at KSurapaneni@fulcrumfoundation.org. In the definition of “pro tem,” Kelly will coordinate leadership development activities “for the time being.” As a Fulcrum Foundation employee, she will work from her home but be in consistent contact with OCS regarding Catholic school leadership, with the Leadership Academy and higher education. She is, in fact, the Superintendents delegate, responsible for the recruitment, formation, and retention of excellent Catholic school leaders which will include productive partnership with Catholic universities and colleges. Based on her experience, coupled with her extraordinary energy around school leaders and our Catholic faith, I am confident that we have the right person who will start our leadership initiatives on the right foot and in the right direction.

Now that Kelly is on board, we are ready to move forward with the Leadership Academy. The first class has been rescheduled to begin in a little less than a month.

WHAT: Catholic Schools Leadership Academy

WHEN: Tuesday, November 1st

WHERE: Kennedy Catholic High School

WHEN: 2PM – 5:30PM

WHO: All first year principals and any aspiring Catholic school leaders

Please note that the previously scheduled October Leadership Academy Class has been cancelled.

If you have any questions or concerns regarding the Leadership Academy, feel free to contact me at your convenience.

On behalf of the Fulcrum Foundation and Dr. Anthony Holter, please join us in welcoming Kelly Surapaneni.

DATA MGMT & ESSENTIAL SERVICES

Sandy Barton Smith

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2016-2017 FALL DATA COLLECTION

Thank you to those schools who honored the deadline of October 3. We are now reviewing the data and will be making calls if there are significant variances in your school's data. The **Annual School Data Book** will be shared at the November 10th Principals' meeting at the Palisades. New Principals: If you would like to review prior years of the *Annual School Data Book* to view trends with archdiocesan, regional and local school data, please visit: [Annual School Data Books](#).

INSTRUCTIONAL MATERIALS SEARCH

One component of the Fall Data Collection is the annual updating opportunity to clarify what instructional materials are being used in our 74 schools. The search tool allows one to search by subject, grade levels, specific school or region and then click SEARCH. Please visit: [Instructional Materials Search](#).

SCIENCE

Science was the area of focus that we asked all schools to update. A [SCIENCE pdf](#) has been created for your review.

CATHOLIC HIGH SCHOOL GRIT SCORES

This is the 2nd year of data collection in the area of tracking high school students' Grit scores. High School Principals, the GRIT resources and 2016 spreadsheet will be sent to you this week. **The Grit window is October 17 – Nov. 17.** The Duckworth Lab, University of Pennsylvania, is researching two traits that predict achievement: grit and self-control. Source: <https://sites.sas.upenn.edu/duckworth>

ACCREDITATION

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Karen Tarabochia

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ACCREDITATION TEAM MEMBERS NEEDED

We are now accepting reservations for Visiting Committee Members for 2016-2017, open to teachers and administration of high schools. No previous experience is required but attending the training session is!

Secondary School Teams:

When: Tuesday, October 25, 2016

Where: Chancery, Small Orr Conference Room **Time:** 1:00 P.M. – 3:00 P.M.

Register: <http://www.ocsw.org/web-form/view.php?id=201553>

CURRICULUM, INSTRUCTION, & ASSESSMENT

Kristin Dixon Kristin.dixon@seattlearch.org 206-382-4872

TEACHER EXCELLENCE DAY – THANK YOUS & EVALUATIONS

Many thanks to all who made our TED 2016 a success! Look for the evaluations to be sent electronically. Teachers will be able to access their own clock hour forms upon completing of the evaluation.

MAP DATA – FINDING, READING & USING – PROFESSIONAL DEVELOPMENT OPPORTUNITY

WHO: MAP ADMINISTRATORS, PRINCIPALS, LEAD TEACHER
LEARNING TARGETS:

- Identify goal area strengths and needs to flexibly group students
- Connect groups of students to skills
- Use growth projection data and learning statements to develop academic learning goals
- Share ownership of the data with students and parents
- Be able to communicate with parents and stakeholders
- Identify one action step to take related to the content and/or strategies experienced.

Register here: <http://www.ocsw.org/web-form/view.php?id=236033>

OBSERVETAB TEACHER OBSERVATION PLATFORM

A recorded informational webinar about ObserverTab is available [here](#). Registration information and a PDF version of the drop in diagnostic tool can be found [here](#).

FINANCE & MARKETING SERVICES

Tim Hunt tim.hunt@seattlearch.org 206-748-7985

PROFESSIONAL DEVELOPMENT

OCS and Fulcrum are partnering to provide high-quality, relevant professional development for the marketing, enrollment, and advancement personnel. Additional local school visits and regional group visits can be scheduled, when available.

- The Annual Fund: Building Block for Fundraising – November 2, 2016
- Parish Outreach - January 18, 2017
- Events for Impact - February 15, 2017
- Registration and Retention - March 22, 2017
- Endowment Basics and Major Gifts – May 17, 2017

Tim Hunt is contacting each Catholic school for 30 minute phone calls related to school marketing and finance operations. If you haven't already done so, please contact Tim or Andra to schedule a time for you to connect with Tim.

SCHOOL OPERATIONS CALLS

If you haven't already done so, please contact Tim Hunt or Andra Amador to schedule a 30 minute phone call related to school marketing and finance operations. Results from these phone calls will be shared at the January principals' meeting.

EARLY LEARNING & GOVERNMENT PROGRAMS

Kaitlyn O'Leary Kaitlyn.oleary@seattlearch.org 206-274-7655

DOH IMMUNIZATION REPORTS

Reports are due on November 1. [Click here](#) for more information.

OCS FREE & REDUCED LUNCH SCHOOL SUMMARY

Several schools have not yet returned their summary reports. Please send them to Kaitlyn ASAP. [Details here](#).

OSPI COMPLIANCE: PRIVATE SCHOOL ENROLLMENT/STAFF REPORTING

Please complete these mandatory reports on [EDs](#) by November 16th. [More information here](#).

LEAD LEARNER SERIES REGISTRATION

Registration for the Lead Learner Series is now open to principals and one additional instructional leader from each school. [Click here](#) to learn more. [Click here](#) to register by Friday, October 28th.

GOVERNANCE, OPERATIONS, & PERSONNEL

Karen Tarabochia Karen.tarabochia@seattlearch.org 206-382-4860

AFTER-SCHOOL REQUIREMENTS & MANAGEMENT

- After School Groups (run by a vendor).. The company is required to carry a \$1 million general liability insurance, including sexual misconduct coverage, and must list the Corporation of the Catholic Archbishop of Seattle as additional insured. They will need to comply with the Safe Environment terms and conditions that are specified on their facility use agreement form, depending if they are user group 3A, 3B, or 4. <http://www.seattlearchdiocese.org/Archdiocese/Insurance/Forms.aspx>
- The program is covered but individual volunteers are not covered with archdiocesan liability insurance.
- Teachers providing educational programs or after school tutoring may provide services on school property. Teachers should not accept payment for tutoring students currently taking classes from them.
- It is the responsibility of the principal to be sure that all vendors are in compliance and meet all current archdiocesan requirements for Safe Environment and Background Checks currently in place to assure the safety of the students.
- Money collected for programs would be paid directly to the company or individual offering the program.

E-RATE & TECHNOLOGY

Tom O'Callahan tom.ocallahan@seattlearch.org 206-612-6356

E-RATE TASK FORCE

Last month several schools received Internet service speed upgrades and high performance classroom wireless networks to prepare for the NWEA MAP assessment. Tom will be reaching out to schools assist with 2017 IT upgrade plans and preparation of projects.

TECHNOLOGY STRATEGY AND PLANNING

Fulcrum's IT Network Modernization Fund was announced to the ITAG Team. This fund has operated a pilot program in 2015-16 and 12% of the K-8 school wireless networks have been modernized. Our goal is to bring high speed wireless networks to every classroom by 2020. OCS has established an IT Network Modernization Program office to manage this exciting effort. The fund will assist schools with reaching the modernization program's goal. Fulcrum requested the OCS/ITAG to identify schools that are ready for modernization in 2017. Contact Tom O'Callahan for more details. ITAG Team: The ITAG met on September 29th and the agenda was very full as always. The discussions included reviewing a proposed report to flag schools at risk of losing their Internet identity. The expiration of a school's Internet domain registration can result in loss of web site and email access. The network and security technology request for information (RFI) was discussed and the team provided valuable input on the technical content and suppliers. The RFI was distributed to suppliers on October 6th and responses are due by November 1st.

OFFICE FOR CATHOLIC SCHOOLS

SCHOOL CALENDAR EVENTS FOR OCS CALENDAR

We are now accepting events from your school to add to the OCS online calendar. We will accept the following types of events: Open House, Music Concerts, School Play, Auction, Grandparents Day, Graduation, School Festival, Parent/Child events, Science Fair, Book Fair, and Parent Education Meetings. Please send your information to Janeal.grosinger@seattlearch.org