



Pointed in the Right Direction!

Kevin P. McCarthy, Regional Superintendent

Terry L. Brown, Regional Director

September 14, 2009

1. **I want to take a moment to express our deepest sympathy and appreciation to Shawn Page, Lionel Cable, Charlotte Danley, and the entire White Station Middle School family.** They have just been through one of the most difficult two week periods I have ever witnessed as an administrator and they have handled it with compassion, dignity, understanding, and wisdom. I am extremely proud of everyone associated with the school including the staff, parents, and especially the students. Most importantly, I want all of you to know that the family of Michael Howse has taught me quite a bit about life and faith. Michael's "Home Going" service was one of the most moving and sad yet, uplifting events in my life. Please continue to keep Michael's family and the WSMS family in your thoughts and prayers.
2. **Staff Adjustment Surplus Fair** – Because of the ever changing world of staff adjustment, I am giving you information that may change somewhat and at a moment's notice. The fair is set for Wednesday, September 16, from 4:00 – 7:00 pm at Ridgeway Middle School. All gaining principals will need to attend in an attempt to fill their openings. A word of warning, if you do not fill your positions at the fair, the remaining teachers will be assigned by H.R. on Thursday morning. If we do not have your vacancy forms, get them in right away.
3. **Pre-K – 4 Meeting:** Dr. Hamer will be meeting with Prek-4 teachers to go over the new **Pre-K-3 Continuum, Standards Based Reporting, and Retention.** He will meet with 200 elementary teachers in our Region. Each meeting will last 90 minutes and the meeting will begin at **4:00 p.m.** The meeting is not mandatory but strongly encouraged. Principals may attend with teacher teams (this is preferred). The (7-8 members) team should consist of the principal, PDSCC, (1) Prek (if they have one), (1) Kindergarten, (1) 1st grade, (1) 2nd grade, (1) 3rd grade, and (1) 4th grade teachers.
4. **Regional Professional Development:** You received the regional professional development calendar from Lischa Brooks in an email sent last week. Please make sure you share that calendar with your leadership and support staff. Also, make sure everyone registers in Avatar.
5. **Parent Assembly Meeting, September 15th:** Dr. Cash is serious about making sure all of our schools are properly represented at every Parent Assembly Meeting. Email or contact Tanya Harris at 416-1750 with the name of the parent(s) you have verified will be in attendance at Tuesday's meeting. The entire year's dates for the meetings have been included in our memo calendar for your convenience.
6. **Learning Village/Avatar Usage:** This information is being monitored very closely. Make sure your teachers are posting their lesson plans on Learning Village as well as accessing the site to download exemplar plans when appropriate. Make sure anyone in your building who attends professional development/training sessions are properly registered in Avatar. **Each participant must return to Avatar after each session to complete the survey and print out his/her certificate of attendance.**
7. **Learning Express GraderPro Professional Development for NE Region:** Learning Express will provide MCS with an on-line professional development resource called GraderPro. GraderPro helps teachers forge the critical link between assessment and instruction by providing expert guidance from professional graders who have analyzed the TCAP rubric and understand exactly how to assess students' writing abilities. Teachers will be given specific training on how to grade student responses and on how to analyze the TCAP writing rubric. An on-line class will be available after the session for the purpose of learning how to score students papers holistically. **You should have already emailed the name of your respective teachers to brookslischat@mcsk12.net by Friday, September 11, 2009.**



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Which teachers should attend?

Elementary- One Fourth and One Fifth Grade Writing Teacher

Middle- One Seventh and One Eighth Grade Writing Teacher

High- One Tenth and One Eleventh Grade Writing Teacher

Teachers must register in AVATAR! (The Dept. of Prek-12 Literacy will pay for one Sub)

Course Codes

8:00-11:00 (2392.4118)

12:00-3:00 (2392.4119)

8. **AIMSweb Mathematics Target Scores from Suzanne Thomas:** Printing is still distributing AIMSweb mathematics tests. If any of your schools need additional materials, contact Jerry Oliver in printing and let him know how many are needed. **NOTE: Administration and scoring manuals for grades 2-5 are all the same.** Since schools are still receiving the materials, the deadline is being extended for entering the mathematics information into the management system until Tuesday, September 22. Attached for your convenience is a copy of the targets for mathematics.
9. **PLC's:** PLC's should be implemented throughout all Northeast region schools. This must include leadership PLC's and grade/department level PLC's. Meetings should be held at least weekly with detailed correlating agendas and minutes. If you did not have the pleasure of Mr. McCarthy's presentation on PLC's last year or you need a refresher, please let me know and I will send you his powerpoint. It is expected that the level of implementation and productivity of the PLC meetings improve and be reflected in your CompStat reports this year.
10. **School Improvement Plans:** We are beginning to get some calls about when SIP's are due and for whom. Please note that schools in Good Standing and Target **DO NOT** have to submit to the state this year. Please make note of the following schedule:
 - a. **Schools in High Priority:** SIP due to the state on November 1, 2009.
 - b. **Middle and High in Good Standing and Target:** SIP due to the state on May 15, 2011 (and every third year thereafter).
 - c. **Elementary Schools in Good Standing and Target:** SIP due to the state on May 15, 2012 (and every third year thereafter).
11. **Homeless Training from Rhoda Stigall:** Designate one member of your staff as the "Homeless Point of Contact" person. There will be a training session at Airways Middle School on September 16, 2009. Please pass on the attached flyer to the appropriate personnel and have them e-mail their name and direct contact telephone number to: flaggdoloresp@mcsk12.net and register in Avatar. This information should already be submitted.
12. **SRI Testing:** SRI testing was September 1 - September 11 for Middle Schools and 6th graders in elementary schools for the Northeast Region. If for any reason you were not able to meet the SRI deadline, immediately contact Terri Arnett at 416-1831 or 416-1750.
13. **Read for the Record:** Every elementary school is expected to participate in Read for the Record this year. The event will be held on October 8, 2009. The featured book is *The Very Hungry Caterpillar*. Ms. Opanell Rhodes and Ms. Margaret Montgomery are your contacts for the reading activities. For more information, you can refer to the memo you received from Mr. McCarthy on the 14th that originated with Linda Kennard.
14. **Legendary Service Staff Training:** The district will provide specialized training on Legendary Service on September 18, 2009. The training will include Operations and school staff. The training cohort is forthcoming.



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15. **AP Biology, Chemistry, Literature and Language One Day Workshops from Sandy Lewis: Increased rigor through improved advance placement instruction is one of Dr. Cash's major initiatives.** On **October 2, 2009** we are fortunate to have two College Board consultants with us that have developed relationships with Memphis City Schools. We are offering the College Board one day workshops for your discipline with extra emphasis on last year's exam, redesign elements for the AP science courses, and writing techniques that will help blend the free responses into the curriculum enhancing free response skills. In addition, the consultants have extensive experience teaching AP in the block schedule and will bring that information to us. **This workshop is available for all AP teachers, new or experienced, as it is more in depth than the usual AP One Day Workshop.**

The workshops are listed in Avatar as follows:

3364.4218 Preparing for the Redesign in AP Biology and Chemistry

3366.4221 AP English Language and Literature Workshop

Secure a substitute through the MCS sub line. The substitute is provided through the AP Incentive Grant. If you are not able to register in Avatar, please send your name and school to Sandy Lewis by e-mail.

Accurate registration in Avatar will confirm the need for the sub code to be released.

16. **Elementary Algebra Institute:** The Elementary Algebra Institute has been created to prepare 5th grade teachers to teach algebraic concepts and algebra in elementary and middle schools. The Institute will be an in-depth professional development program intended to meet the needs of licensed elementary teachers who desire to extend their mathematical and pedagogical knowledge in introductory algebra. The program, modeled after the *Tennessee Algebra I Employment Standards State Approved 5 Day Training*, will consist of 16 two-hour sessions specifically designed to provide a broad mathematics background appropriate for teaching algebraic concepts to students in grades 4-8. See the email attachment for the most up-to-date information provided by Suzanne Thomas.

Dates: September 17, 24 – October 1, 8, 15, 22, 29 – November 5, 12, 19 –
December 3, 10

Time: 4:00 – 6:00 pm

Location: Central High School

Audience: 20 5th grade teachers

➤ NorthEast News

SEND US SOME NEWS FROM YOUR SCHOOL!!

Coming Up.....Important Dates

Monday, September 14

Learning Express GraderPro Training at TTC on Jackson from 8-11 or 12-3

Tuesday, September 15

Parent Assembly Meeting at TLA from 5:30 – 7:30

Tuesday, September 15

PreK-4 Principals and Teacher Teams Meeting with Dr. Hamer in TLA Auditorium at 4:00 PM

Wednesday, September 16

End of Progress Reporting Period 2

Wednesday, September 16

Homeless Training at Airways Middle

Friday, September 18

Legendary Service Training



Northeast Region 3



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Wednesday, September 23
Wednesday, September 30

Friday, October 2

Tuesday, October 6

Thursday, October 8

Thursday, October 8

Friday, October 9

Monday, October 12

Tuesday, October 20

Wednesday, October 21

Tuesday, November 17

Tuesday, December 15

January 4-15

Tuesday, January 19

January 27- May14

Tuesday, February 16

Tuesday, March 16

Tuesday, April 20

Tuesday, May 18

Issue Progress Report for Period 2

Deadline for submitting PBIS documents to Ann Sharp (NE PBIS Coach)

AP Biology, Chemistry, Literature and Language One Day Workshops at TLA from 8-3 (Lunch Provided)

Facing History Presents- Dr. Alvin Poussaint (More information to follow)

Read for the Record (*The Very Hungry Caterpillar*)

End of First Quarter

Fall Break

In-Service/Parent Teacher Conference

Parent Assembly Meeting at TLA from 5:30 – 7:30

Issue Report Cards for 1st Reporting Quarter

Parent Assembly Meeting at TLA from 5:30 – 7:30 (National Parent Involvement Day)

Parent Assembly Meeting at TLA from 5:30 – 7:30 (Culture Celebration)

DIBELS Benchmark Dates

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