



Kevin P. McCarthy, Regional Superintendent

Terry L. Brown, Regional Director

October 5, 2009

Pointed in the Right Direction!

1. **Northeast and School Operations Memos:** Please be very clear that Dr. Richmond's and the Northeast Region's weekly memos must be distributed to all your administrative, academic staff and teachers. It is important that you create a system of accountability for reading the memos and responding appropriately.
2. **Indoor Environmental Quality Plan from Joyce Woods:** Your Indoor Environmental Quality Plan reports are due to the office of Risk Management no later than January 30, 2010. It is important to note that the IEQ is a part of your audit requirements. Ms. Woods sent you two attachments to assist you in preparing these reports in an email dated September 30th. Let's attain 100% on-time submission of these reports for our region.
3. **Class Management Workshop from Sheila Gray:** The TEA is offering a Classroom Management Workshop on October 10, 2009 that will provide great information for your teachers, especially new teachers. The required number of participants is 50, but they have not had a problem filling the class in the past. Please make sure your teachers are aware of this opportunity. You may also want to recommend teachers struggling in this area per your teacher evaluations to attend as part of their professional growth plan. Reference the email you received you received from Sheila Gray on September 30th for the flyer with more details regarding the workshop.
4. **College Fair from James Bacchus:** The Fall College Fair will be held on October 5 and 6, 2009 at Southwest TN Community College on Macon. We will have only two days to accommodate all schools. The delay in sending this information was due to challenges related to funding. This field trip is for seniors only, not for graduating juniors. Counselors have received a schedule of their time to attend the college fair. In lieu of the In-town field trip form, I am requesting that you provide a list of students attending the fair to your regional superintendent. Also, appropriate staffing to accommodate students on the trip must be provided.
5. **Fall Student Exhibition:** We have two student exhibitions under our belts, so the expectations for high-level student work and presentations are immense. I trust planning is well underway in your buildings and you have made the necessary improvements in the process that gives students choice and ownership in the project. **The date of the Fall Student Exhibition is November 12, 2009.**
6. **School Improvement/SACS Plans:** Please note that schools in Good Standing and Target **DO NOT** have to submit to the state this year. However, your current data should be analyzed and your action plan updated and available for review at walkthroughs. **Please send Angela Nichols the year you are due to complete SACS.** Make note of the attached SACS timeline in the email and the following schedule:
 - a. **Schools in High Priority:** Dr. Nichols is taking the lead on this effort and has sent you a timeline leading up to the due date of November 1st for your SIP's.
 - 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).
7. **M2 (Squared) from District Mathematics:** Cohort II is getting underway for this year's Memphis Mathematics (M2-Squared). Attached to the email is a list of Cohort II students for the NE Region. Some of the students have already confirmed their participation via Confirmation Forms and perhaps others need some encouragement to do the same. Please give this information to your counselors or whoever is heading up this initiative at your school. This needs to be communicated effectively for maximum participation. In addition, communicate the need for more teachers to apply. The district is expecting an increased enrollment in the program this year.
8. **Stanford Math Intervention Lists and Usage Averages for Reporting:** Please find attached to the email a file that answers the commonly asked question regarding the accuracy of intervention lists and the impact it has on your weekly usage reports. In an attempt to ease your minds, I asked Nick Stutzman to give us a formal Stanford EPGY response.



Pointed in the Right Direction!

Kevin P. McCarthy, Regional Superintendent

Terry L. Brown, Regional Director

October 5, 2009

9. **Learning Express from John Barker:** The Learning Express formative assessment for writing is scheduled for October 6, 2009. All students in grades 4, 5, 7, 8, 10, and 11 must be tested. If you have any questions call 416-5533. A team of REA representatives will be available to assist you.
10. **Calendar Math Online PD:** *(All teachers should have participated in this PD by now. 100% fidelity of implementation should now be a reality in every classroom. If this is not the case in your school, this is a very important PLC agenda item until 100% is realized).* You have received a welcome letter and instructions for logging on to this Calendar Math PD. Make sure your teachers are taking advantage of this resource. Our walkthroughs have revealed some inconsistencies in implementation and delivery of the curriculum. If you have any questions or concerns, contact Suzanne Thomas at the Bond Building.
11. **Out of Town Travel Advisory:** Principals, do not plan more than one out-of-town pd opportunity from July 1, 2009 – June 30, 2010. Tennessee Principals' Association (TPA) is not counted against you. If you are a member of any board requiring more than one meeting a year, you should not plan to attend other conferences.
12. **Restructuring and Reconstitution Compliance Meeting from Aubrey Bond:** No Child Left Behind has specific requirements for each level of high priority schools. It is necessary to schedule a meeting with principals, parents and teachers at Restructuring and Reconstitution schools to address these compliance requirements. All parents and teachers in the identified schools will be invited, but we are requesting that each principal ensure at least two parents and two teachers are in attendance. Letters of notification will be sent to schools on Tuesday, September 29th for distribution. Dinner will be provided.

What: Restructuring and Reconstitution Compliance Meeting
Where: Teaching and Learning Academy
When: October 5, 2009
Time: 4:30 -6:30 PM
13. **Emergency Management Training from Dr. Richmond:** All principals and assistant principals must be able to show proof of emergency management training. This training is for new principals and assistant principals who have not been trained. The training will take place at the Memphis Education Association building behind the BOE. The training dates are October 6th from 8:00 to 4:30 and October 7th from 8:00 to 12 noon. You already have the file providing details you need for this training.
14. **Board Commissioner District Meetings:** All meetings start at 6 pm.

Monday, October 5 – Raleigh Egypt HS – Commissioner Gatewood
White Station HS – Commissioner Warren
Tuesday, October 6- Cordova HS – Commissioner Mallott
15. **Surplus Placement for Exceptional Children from Latasha Gentry-Holmes:** A surplus placement meeting will be held for Exceptional Children at the BOE Auditorium at 3 pm for Ed Assistants and 4 pm for Teachers. Letters were sent to employees on September 30th and copied/mailed to those of you impacted by the surplus.
16. **English IV Capstone from Judy Jackson:** It was planned for high school English IV students to display at the fall exhibition the beginnings of their Capstone project. However, **Dr. Hamer, after consultation with the teachers, has given the English IV Capstone students a PASS on exhibiting for the fall Exhibition of Student Work.** The expectation is that the students will continue working on their Capstones, and the teachers will progress monitor the student Capstone implementation to ensure completion for the Spring Exhibition of Student Work.



Kevin P. McCarthy, Regional Superintendent

Terry L. Brown, Regional Director

October 5, 2009

➤ NorthEast News

1. Congratulations to Antonio Burt, Assistant Principal at Craigmont Middle School, for being recognized by a parent via the school's website for his hard work and commitment to creating an environment safe from bullying and fighting at school.
2. Thanks and congratulations to April Bridges at the Kingsbury PM School for a job well done on the news letter she created about her appreciation and benefit from enrolling in the program. I am sure her heartfelt words will inspire others to take advantage of this great program..
3. Congratulations to Joey Evangelisti for winning 2nd place in the Art Contest at the Mid-South Fair. Joey is a White Station High School student who attends Kenneth Harris' Graphic Design and Digital Imaging class at Kingsbury CTC.
4. Congratulations to Cordova HS for being chosen by Bellevue Baptist Church's "Bellevue Loves Memphis Project." Bellevue plans to send a team of project members and landscapers to Cordova High to work collaboratively with Environmental Science Club students to beautify the grounds.
5. Congratulations to Kingsbury ES, Shelby Oaks ES and Kingsbury MS for a successful vertical teaming pd delivered by Dr. Terry Ross and held at KES this past Wednesday. Thanks to all the principals and staff who worked so hard to make this happen.
6. Congratulations to Emma Henry (3rd place) and Anchita Tandon (2nd place), Cordova ES students, for their impressive entries in the MCS PTA Reflections Contest in the Primary Division. Also, Ms. Helen Holliday was nominated by one of her parents to be the WREG Teacher of the Week, last week. Keep up the good work.

SEND US SOME NEWS FROM YOUR SCHOOL!!

Coming Up.....Important Dates

October 5-6	College Fair (Seniors Only) at Southwest Community College on Macon
Monday, October 5	Surplus Placement for Exceptional Children at BOE Auditorium at 3 pm for Ed Assistants and 4 pm for Teachers
Tuesday, October 6	Facing History Presents- Dr. Alvin Poussaint (More information to follow)
Tuesday, October 6	Emergency Management Training for New Administrators at MEA building from 8 – 4:30
Wednesday, October 7	Emergency Management Training for New Administrators at MEA building from 8 – 12 noon
Thursday, October 8	Read for the Record (<i>The Very Hungry Caterpillar</i>)
Thursday, October 8	End of First Quarter
Friday, October 9	Fall Break
Monday, October 12	In-Service/Parent Teacher Conference
Tuesday, October 20	Parent Assembly Meeting at TLA from 5:30 – 7:30
Wednesday, October 21	Issue Report Cards for 1st Reporting Quarter
Tuesday, September 29	High School Redesign Grant Meeting at BOE in Room 260 at 3:30
Monday, October 12	Workshop on Behavioral Intervention for HIV/STD and Teen Pregnancy Prevention from 8:00 – 11:30 in the TLA Multi-purpose Room



Northeast Region 3



Pointed in the Right Direction!

Kevin P. McCarthy, Regional Superintendent

Terry L. Brown, Regional Director

October 5, 2009

Saturday, October 17

Saturday, October 17

Thursday, November 12

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

PSAT Test (All High Schools)

High School Redesign Roll-Out (Craigmont HS and Kingsbury HS)

Fall Student Exhibition

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

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

DIBELS Benchmark Dates

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

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

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

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