CENTRAL REGION OFFICE
OPENING OF SCHOOLS’ MEETING

AUGUST 8, 2014
Central Region Office Highlights

The Central Region Office - 91 schools

• 49 are Elementary Schools
• 14 are K-8 Centers
• 10 are Middle Schools
• 16 are High Schools New School iTech@Thomas A. Edison Educational Center
• 2 Alternative High Schools
2014 FCAT
RESULTS AND ACCOUNTABILITY
Central Region Office Highlights

School Grades (Not including Senior Highs)

- 29 graded “A” Schools or 40% \( \uparrow 7\% \)
- 13 graded “B” Schools or 18% \( \downarrow 10\% \)
- 23 graded “C” Schools or 31% \( \uparrow 3\% \)
- 6 graded “D” Schools or 8% \( \downarrow 3\% \)
- 2 graded “F” Schools or 3% \( \uparrow \downarrow 3\% \) - Safety Net 4 “F”

89% of our schools are performing at or above mastery level
FCAT 2.0 Results
Elementary & K-8 Centers
Reading, Mathematics, & Science:

Proficiency Data
• 78% - increased or maintained in Reading
• 75% - increased or maintained in Mathematics
• 57% - increased or maintained in Science

Learning Gains Data
• 73% - increased or maintained in Reading LG
• 60% - increased or maintained in Mathematics LG
FCAT 2.0 Results
Middle & Senior High Schools
Reading, Mathematics, & Science:

**Proficiency Data**
- 63% - increased or maintained in Reading
- 67% - increased or maintained in Mathematics
- 50% - increased or maintained in Science

**Learning Gains Data**
- 54% - increased or maintained in Reading LG
- 54% - increased or maintained in Mathematics LG
## Central Region Office 2014 School Grades

<table>
<thead>
<tr>
<th># of Schools</th>
<th>School Grades</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>A</td>
</tr>
<tr>
<td>ELEM</td>
<td>49</td>
</tr>
<tr>
<td>K-8</td>
<td>14</td>
</tr>
<tr>
<td>MIDDLE</td>
<td>10</td>
</tr>
<tr>
<td>TOTALS</td>
<td>73</td>
</tr>
</tbody>
</table>

Majority of the Senior High School Grades are Pending
Tentative Changes for School Grades in 2014-2015

- Florida Standards Assessment (FSA) will replace the FCAT 2.0
- Last year’s FCAT/EOC scores will be the baseline

Proficiency is our target, Learning Gains are not guaranteed

- FAIR addresses the new FS to track student growth in grades K-11 & gr. 12 Retakers
- Interim Assessment are being developed to address the FS
MDCPS-Comprehensive Instruction Support Plan

Tier (Identified Schools)

Tier 1 (194 Schools)

These schools received Tier 1 supports for the most part.

Tier 2 (38 Schools)

Tier 2 schools received Tier 2 supports in addition to Tier 1.

Tier 3 (78 Schools)

Lowest 15% of schools as identified when applying the District Support Formula (DSF), as well as any school earning a grade of D or, and/or any school identified as being one of the lowest 300 elementary schools in the state.

Schools within this tier are assigned to the ETO Region Center or to the geographical Regional Center.

<table>
<thead>
<tr>
<th>Level</th>
<th>North</th>
<th>Central</th>
<th>South</th>
<th>ETO</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>ES/K8</td>
<td>13</td>
<td>10</td>
<td>5</td>
<td>24</td>
<td>52</td>
</tr>
<tr>
<td>Secondary</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td>21</td>
<td>26</td>
</tr>
</tbody>
</table>
CRO E-FOLDER
centralregion.dadeschools.net/efolder/resources.html
Personnel

• Surplus teachers are being placed. Once we are able to hire 3100 or FT teachers you will be notified.

• Be prepared to open the first day of school with Temporary Instructors for any openings.

• Non-Instructional employees are being placed as per district guidelines. If you have a long term opening due to a leave or workman’s compensation, please contact me for guidance.
Budget

• My budget mantra....5<sup>th</sup> day of school....10<sup>th</sup> day of school....5<sup>th</sup> day of school...10<sup>th</sup> day of school...

• Mini-Budget Conferences and Final Budget Conference (Week of Sept 22)

• Title 1 Budget updates via transfers
Class Size

• You should only be creating a schedule with authorized employees and supplements you have purchased.

• If using other supplements that don’t cost you money, make sure you meet set criteria.

• Monitor class size daily

• Utilize Class Size “War Room”
Audits

- Send Monthly Bank Reconciliation in PDF format via email by 20\textsuperscript{th} of each month.
- Original Bank Statements opened by PRINCIPAL
- Obtain required quotes for orders and remember M/WBE (Minority and Women-Owned Business Enterprises.
- Yearbook/Photo Contracts
- Fees
- Print/Review/Sign AAAA Authorizations Monthly
Payroll

• Review approvers/input specialist and their alternates.

• Overtime must be preapproved. Only exception is to respond to the alarm in the middle of the night.

• Hourly personnel can only have 50 hours per pay period. Only exception is Permanent Part-Time Cafeteria Employees, they can continue working to 60 hours per pay period. Substitute food service employees are not exempt.
Briefings

• 15774 No Show Processing
• 15858 IPEGS Timeline
• 15875 Internal Fund Closing Dates for FY 2014-15
• 15859 2014-15 Instructional Minutes Per Period Bell Schedule
• 15931 Student Accident Insurance
• 15936 Data Security and System Access
• 15850 TeacherMatch System Guidance
Contact Information

Dr. Jacques Bentolila, Administrative Director

JBentolila@dadeschools.net
(305) 499-5050 ext. 5057 – Office
(305) 470-9523, Private Line
(305) 499-5076 – Fax
(786) 525-0149 – Cell

Raquel Diaz, District Administrative Assistant
RADiaz@dadeschools.net
(305) 499-5050 ext. 5047
Contact Information

Budget Office

Ms. Keisha Johnson Cabrera, Budget Supervisor
kjcabrera@dadeschools.net
(305) 995-1886 – Office

Mr. Jesus Larranaga, Instructional Staffer
jlarranaga@dadeschools.et
(305) 995-7225 – Office

Raquel Diaz, District Administrative Assistant
RADiaz@dadeschools.net
(305) 499-5050 ext. 5047
Community & School Operations

• Non-Instructional Personnel Liaison
  – ADA/Civil Rights and Diversity Compliance
  – OPS Liaison
  – Contract Grievances
  – Upon receipt from employee/union, contact me immediately

• Procedural Manuals
  – Job – specific manual should be reviewed with custodian and clerical personnel
  – A “Receipt of Manual” memo with signature line should be acquired indicating acknowledgment of expectations
Community & School Operations

• Professional Development
• SPED Liaison
• Suspensions/Expulsions
  – Code of Student Conduct
• Hurricane Season/Shelters
Community & School Operations

• Items Due to District (see Opening of Schools Procedures Manual – Task List)
• School-site PD Needs Assessment results and PD Action Plan
• SPED EMS Waiver of EOC Assessment Requirement for Students with Disabilities (IEP Team) due September 5, 2014
• 2014-2015 School Batch Alternative-to-Suspension Plan due August 29, 2014
Community & School Operations

• WB #15887 – Professional Development Moratorium
• WB #15932 – Professional Development Liaison (PDL) application due August 25, 2014 to District & a copy to Region
• WB #15946 – Blended Learning Communities Information and Facilitator workshop on August 11th & 12th
• Numerous PD are being offered for various personnel, please review your briefings and distribute as needed
Contact Information

Dr. Janice Cruse-Sanchez, Administrative Director

Jcruse-Sanchez@dadeschools.net
(305) 499-5050 ext. 5058 – Office
(305) 470-9464, Private Line
(305) 305-499-5074 – Fax
(786) 229-5412 Cell

Rosa Lewis, Administrative Secretary

281981@dadeschools.net
(305) 499-5050 ext. 5046
Contact Information

Non-Instructional

Ms. Helen Piña, District Director
Office of Professional Standards
hpina@dadeschools.net
(305) 995-7103 – Office

Andrea Quidley, District Administrative Assistant
andreaquidley@dadeschools.net
(305) 499-5050 ext. 5048 – Office
Professional Standards

• Faculty/Staff Handbook
  – Receipt signature form and specific records

• School Board Policies frequently violated:
  – 3210.01 – Code of Ethics
  – 3210 – Standards of Ethical Conduct
  – 3213 – Student Supervision and Welfare
  – 5630 – Corporal Punishment and Use of Reasonable Force
  – 7540.05 – Staff Electronic Mail
  – 7540.04 – Staff Network & Internet Acceptable Use & Safety
  – 8462 – Student Abuse and Neglect
  – 3124 – Drug-Free Workplace
Professional Standards

• How to use Common-Sense and Professional Judgment to avoid legal complications in Teaching (Instructional)
  – Common-Sense suggestions for Non-Instructional Personnel (Non-Instructional)
• State Board of Education Rule 6B-1.001 FAC: The Code of Ethics of the Education Profession in Florida
• State Board of Education Rule 6B-1.006 FAC: The Principles of Professional Conduct of the Education Profession in Florida
• Employee Assistance Program (EAP)
Incidents/Complaints

• Emergencies immediately call 911
• Determine if can be handled at worksite
• If cannot be handled at worksite, contact Central Region Office (305) 499-5050
  – Instructional – Ms. Lourdes P. Gimenez
  – Non-Instructional – Dr. Janice Cruse-Sanchez
• If not able to reach Region Directors, contact OPS designated personnel for guidance
Incidents/Complaints

• To make a report, contact School Police
  (305) 995-COPS

• Contact DCF, if applicable – (800) 964-2873

• Complete Incident Reporting Form #7039
  – Fax to: (305) 995-4161
  – Fax to Region: (305) 499-5075

• Contact Region/OPS if you have not received any follow up information, Incident Reporting Form (Lead Sheet), within a week (5 work day period)

• Report all incidents in a *timely* manner
Contact Information

Ms. Lourdes P. Gimenez, Administrative Director

lpgimenez@dadeschools.net
(305) 499-5050 ext. 5056 – Office
(305) 470-9531, Private Line
(305) 499-5051 – Fax
(305) 776-9223 – Cell

Andrea Quidley, District Administrative Assistant

andreaquidley@dadeschools.net
(305) 499-5050 ext. 5048
Contact Information

Instructional Personnel

Dr. Jimmie L. Brown, Jr., District Director
Office of Professional Standards
jimmiebrown@dadeschools.net
(305) 995-7217 – Office

Andrea Quidley, District Administrative Assistant
andreaquidley@dadeschools.net
(305) 499-5050 ext. 5048
Contact Information

**Non-Instructional**

Ms. Helen Piña, District Director
Office of Professional Standards
hpina@dadeschools.net
(305) 995-7103 – Office

Andrea Quidley, District Administrative Assistant
andreaquidley@dadeschools.net
(305) 499-5050 ext. 5048 – Office
Community & School Operations

• DCIRT
  Forms that must be submitted by September 12, 2014
  – Readiness Emergency Management (REMS) (FM#7393)
  – Critical Incident Response Team Profile (FM# 5092)

• DECON Radios

• Maintenance/Capital Improvements

• Media Related Incidents

• Student Transfers
Community & School Operations

• Secondary Curriculum
  – New Florida Standards
    [www.fsassessment.org](http://www.fsassessment.org), click on “Training Tests”

  – Mobile Device Distribution Plan for 9th Grade Students due August 15th

  – Mobile Device Rollout Presentations
    [http://centralregion.dadeschools.net/efolder/resources.html](http://centralregion.dadeschools.net/efolder/resources.html)

• Food Service – New Free and Reduced application
Apply Online Now for Free or Reduced Price Lunch Benefits

Students are encouraged to complete the application online at

freeandreducedmealapp.dadeschools.net
Contact Information

Ms. Amelia Leth, Administrative Director
Amelialeth@dadeschools.net
(305) 499-5050 ext. 5059– Office
(305) 470-9447, Private Line
(305) 499-5051 – Fax
(786) 412-6796- Cell

Yolanda Busquet, Social Work Chairperson
Student Administrative Transfers
ybusquet@dadeschools.net
(305) 499-5050 ext. 5061

Ana Perez, District Administrative Assistant
244943@dadeschools.net
(305) 499-5050 ext. 5061