



Catholic Schools Office **PRINCIPAL BULLETIN** December 15, 2020



Mission of the Catholic Schools Office: The Catholic Schools Office, driven passionately by faith in Christ, provides leadership, service, oversight, and support to the Catholic schools of the Archdiocese of Cincinnati.

Oh, Adonai, dearest Lord,
Compassionate God of justice, so many areas of my life seem imprisoned
but you promise me real freedom and peace in my life.

Renew my spirit and free my soul.
Please, open my heart which you have bathed in the longing of Advent.

I am awe-struck as your glory fills the earth and I want to follow you in caring for other.

Grant me the grace to see how you shine your light on the poor who have such a special place in your heart.

NEW FROM THE CSO OFFICE

Curriculum and Assessment (from Krista Devine)

[CLICK HERE](#) for ALL communications posted in prior Principal Bulletins. *All resources and live links are found within this document.*

Catholic Schools Week – Virtual Ideas/Activities for 2021

This year's celebration of CSW will look a bit different. I want to provide ideas and support for our schools in planning for Catholic Schools Week 2021. I am currently compiling ideas/activities/resources for our schools. These will be published the 1st week in January for your reference. Stay tuned!

LAST CALL - Purchasing new Textbooks and/or Resources for 2020-2021

If your school would like to be included in virtual meetings and discussions on ordering new textbooks and resources, please [COMPLETE THIS FORM](#). I have been reaching out to various publishers to learn how their resources and programs can support the needs of our schools. I am compiling the information to share with you or your team. I'm preparing to share a couple of options so schools can decide what program best meets the needs of their community.

IOWA/CogAT Ordering

All order for the IOWA/CogAT Spring 2021 should have been submitted. If you need help submitting your order, please let me know. Once we have a better understanding of the COVID climates within our schools, I will provide information and support for spring testing. Please do not worry about how you will complete the IOWA's this spring. We will work it out.

IOWA/CogAT Data Manager Cohort – Began this week

Thanks to all who joined us for our 1st Data Manager PLC cohort. Due to the large interest in the group, we will be breaking into smaller cohorts to accommodate the needs of your school. If you (or someone within your school) is still interested in joining the PLC and were not able to attend the meeting, please send me an e-mail and I will get you the information that you will need to join. kdevine@catholicaoc.org

Discovery Education – Please review

Attention all Principals! Your teachers and students will THANK YOU for bringing this TOP NOTCH resource to your schools. I *ask that you take 7 minutes to review the video at the link below*. This overview video was created especially for our schools at my request as I wanted to share what this program does in a few quick minutes.

Archdiocese of Cincinnati (discoveryeducation.com)

As we reach the end of the biennium, this would be a great use of auxiliary funds. If you are interested in providing Discovery Education as a resource for your school, please send me an e-mail. I will coordinate purchase and training for your teachers, so you don't have to do a thing to make this happen – other than approve it! Just let me know.

March For Life Resources (from Adam Kremer)

Please visit the updated website for new resources and upcoming opportunities.

<https://resources.catholicaoc.org/offices/respect-life-ministries/media-events/march-for-life-resources>

OCSAA Update: News & Notes (from Laura Meibers)

PREVIOUSLY REPORTED INFORMATION FROM CSO OFFICE

Emergency Tuition Assistance Requests *(from Vince Woodall)*

There are still funds available for emergency tuition assistance requests. The Catholic Education Foundation (CEF) will grant up to \$1,000 per student and the High School Emergency Fund will provide up to \$2,000 per student. All requests will be on a first come, first serve basis. To apply, complete the request which can be located on the EDC. All completed emergency requests should be emailed to Vince Woodall.

EdChoice Endorsement Authorization *(from Vince Woodall)*

Below you will find an EdChoice Endorsement Authorization for a parent/guardian to give the school permission to endorse EdChoice checks during the pandemic. This Authorization was created through the legal counsel for the Archdiocese. Just a few things to note: Please contact Vince Woodall with any questions.

1. This authorization should ONLY be used during the pandemic. The law is still very specific regarding the endorsement of these checks and our counsel still recommends that parents endorse the checks once the pandemic is behind us; unless the law changes.
2. EdChoice recently published a statement that schools could get a verbal or email consent for endorsement during the pandemic. We still recommend the use of this authorization form; if at all possible.
3. The parent/guardian with the name on the check must be the person to sign this Authorization.
4. The school should endorse the check as "For Deposit Only" and then deposit. If the bank has any questions, the school can provide the Authorization.

[EdChoice Authorization Form](#)

[EdChoice Authorization Form Spanish](#)

OCSAA Health & Fire Yearly Inspections: Staying in Compliance. *(from Laura Meibers)*

Continue to document requests for a visit including dates of contact, person contacted and response from Fire/Health & Safety Departments. ODE will be checking with Theresa Bowser for documentation.

ODE has updated their PreK-12 Covid Fact Sheet *(from Shelly Kahny)*

For updated information, visit this website: [Updated PreK-12 Education COVID-19 Fact Sheet \(govdelivery.com\)](#) This includes helpful talking points, sample social media posts, resources, updated COVID data, etc. Specifically, this issue addresses preliminary plans to distribute a vaccine in Ohio, new guidelines for quarantining and resources for mental health support.

Planning Your Virtual Recruiting Events *(from Sharon Willmes)*

Partners in Mission is offering a webinar entitled "Planning Your Virtual Recruiting Events" on December 16 at 2:00 p.m. ET. With Catholic Schools Week approaching, learn from those who have already successfully completed this. You will hear best practices on virtual recruitment including how to make an in-house virtual tour, executing information sessions, and designing discovery days. For more information and to register, click the title.

December's Monthly Professional Development Session *(from Sharon Willmes)*

The next monthly professional development session given by Sharon Willmes is coming up on Thursday, December 17 from 9:00 a.m. – 11:00 a.m. This month's topic is Mindframes for Students That Allow Them to Drive. Participants will watch a webinar (Going Deeper with Distance Learning) together and then spend time discussing sections of the webinar. Assistant principals are also welcome.

To see the agenda, [click here](#).

The Zoom link is:

<https://catholiccincinnati.zoom.us/j/94412598551?pwd=QW5uYWVs0aHkzVkJOVGh1U2d4K2dhQT09>.

ODE Licensure Update *(from Kathy Kane)*

As a result of the COVID-10 pandemic, the Ohio Department of Education is providing flexibility regarding the licensure renewal deadline. ALL licenses previously set to expire on July 1, 2020, that were extended to Nov. 30, 2020, have now been extended to **July 1, 2021**. This includes aides, substitutes, and coaches.

Principal IPDP Information *(from Kathy Kane)*

Directions for the new Principal IPDP, a sample IPDP, and the new IPDP template are included for your use. You are not required to use the new form until you are ready to write a new IPDP. If your license is up for renewal in 2021, please contact me after January 1, 2021, when you are ready to talk about your renewal.

[Principal IPDP](#)

[Sample IPDP](#)

[New IPDP](#)

PREVIOUSLY REPORTED INFORMATION FROM CSO OFFICE

Youth Sports *(from the Center for the New Evangelization)*

Principals, as you know, the current COVID situation in our Archdiocese is accelerating in a majority of our counties. The state and many local health departments have issued guidance and recommendations for social gatherings, curfews, and mask-wearing, but has not yet issued any specific guidance for youth sports.

It is in consideration of circumstances across our Archdiocese, state and county recommendations, and the unique environment of youth sports that we issue the following recommendations regarding youth sports at our parishes and schools with the understanding that all decisions regarding athletics remain the discretion of the local Pastor:

- 1. If your parish school has suspended in-person learning, then we highly recommend that sport practices and games associated with your parish are suspended during that time and,
- 2. If your parish does not have a school but maintains a sports program, we highly recommend that the suspension of sports practices and games follow your local public school’s precedent on in-person learning.

If you have any questions or concerns, please contact Shane Legg, Associate Director for Youth Evangelization, at slegg@catholicaoc.org.

From Vocare Support

Principals, please remind your first-year teachers who need *Teach, Lead, Serve* that it needs to be completed within the first year of teaching, per the requirement of the Archdiocesan HR department. Those new teachers who teach religion can earn 10 Vocare credits if they complete the course online in Vocare. Thanks for your help with the reminder!

Policies, Forms, Resources..... Updates

Field Trip Policy / Form	Principal Directions	Government Info	Social Media Policy
Vocare	Student Accident Info	CSO Calendar	School Reports Timeline
GCS Compilation Resource	RWB Documents 20-21	Permanent Record Card	Vocare CEU Process
Workshops	Teacher Evaluations	Group CEU Request Form	All School Info
Teacher CEU Request Form Final	Teacher Minister Contract	Responsible Use of Technology	Vocare CEU Form
			CEU Sample Form