

# Superintendent's Monthly Update



**Dr. G. Victor Hellman**  
**Caroline County Public Schools**

October 2018

# SUPERINTENDENT OF CAROLINE COUNTY PUBLIC SCHOOLS

From the Desk of Dr. G. Victor Hellman

Greetings CCPS family and friends,

Can you believe we are wrapping up the first nine-weeks of school? October has been a busy month, albeit a quick month. As the temperatures begin to cool down, work at the School Board Office has been heating up.

During the month of October, we have been busy preparing for the upcoming budget season. The Capital Improvement Plan (CIP) committee has met twice and the recommendations from the committee will be forwarded to the School Board for their final prioritization and approval. From there, the plan is forwarded to the County for consideration.

In addition to the CIP, we are beginning to gear-up for the operating budget process. The governor will release his amendments to the second year of the biennial budget. It is our intent to work closely with the County and keep everyone informed as the budgets are developed.

The remnants of Hurricane Michael also came to Caroline County in October. As fate would have it, we cancelled all activities on October 12, which in effect created a four-day Fall break. The one date that was very special to me was October 25. On "Read for the Record" I had the privilege of reading to a Pre-K class at both Lewis & Clark and Bowling Green Elementary.

As November is upon us, the Thanksgiving Holiday is right around the corner. Let me be the first to wish each of you a very peaceful Thanksgiving Holiday. If you travel, please travel safely.

Enjoy the rest of the updates!



Dr. Hellman participated in Read for the Record, by reading to CCPS students!





## ASSISTANT SUPERINTENDENT OF INSTRUCTION

### From the Desk of Dr. Sarah Calveric

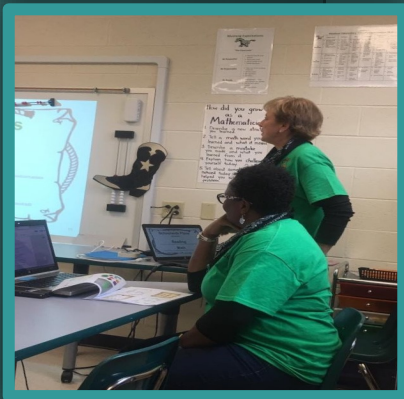
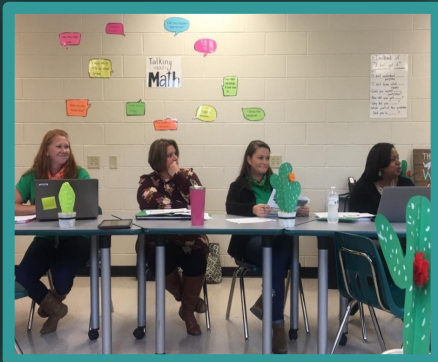
October has been a busy month for the Instructional Leadership Team. From conducting school walkthroughs to attending school support team meetings to participating in local and statewide conferences, our team has been in the thick of teaching and learning!

CHS students engaged in a Superintendent's Advisory Committee Activity: CHS Strengths, CHS Growth Opportunities, and CHS in 5/10 Years.



MES staff and the school board office instructional leadership team join together for the monthly School Support Team meeting. Grade level and school-wide data is reviewed, successes celebrated, and action steps created for continued growth.

**#MESSaddledUpForSuccess**



The Superintendent Support Staff Advisory Committee met in October to review 1st Quarter happenings at each building and throughout the division. Each representative had the opportunity to share questions and collegial input while providing feedback on CCPS strengths, opportunities for growth, and CCPS in 5-10 years.



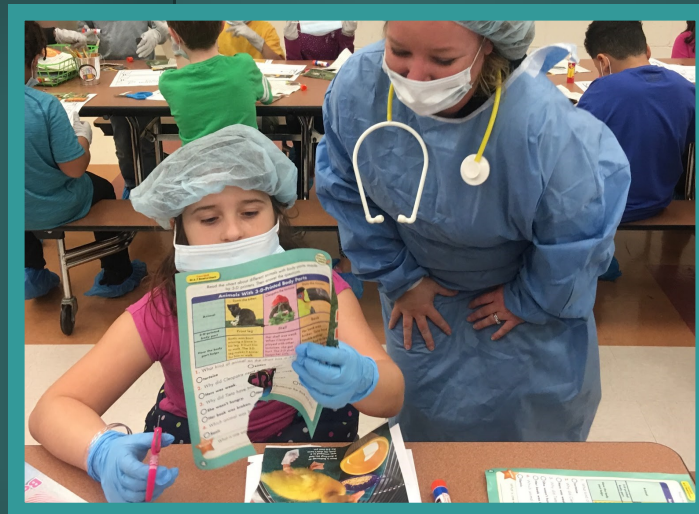


## ASSISTANT SUPERINTENDENT OF INSTRUCTION

From the Desk of Dr. Sarah Calveric



School Board Office staff, community members, faith leaders, and business partners joined together to kick-off the BGES Mentor Program. Every child deserves a champion!



School walkthroughs enable the CCPS instructional leadership team to observe professional learning in action, review program implementation, see new resources being utilized, and watch innovative practices such as Lewis and Clark's teachers and students "dissecting" text features.



# CURRICULUM AND INSTRUCTION

From the Desk of Dr. Joanne H. Jones



## Caroline High School and Caroline Middle School Receive STEM Grant

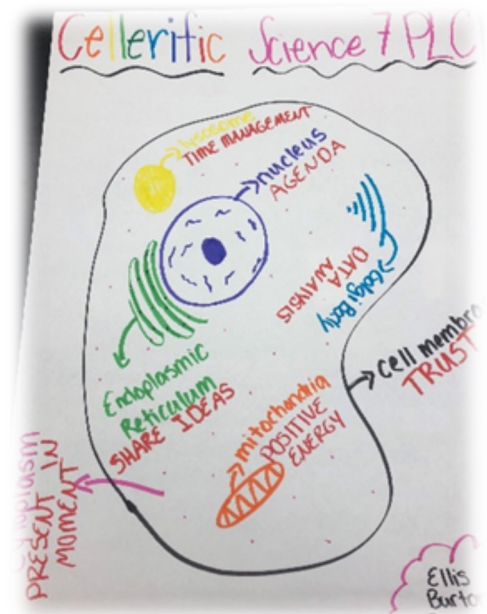
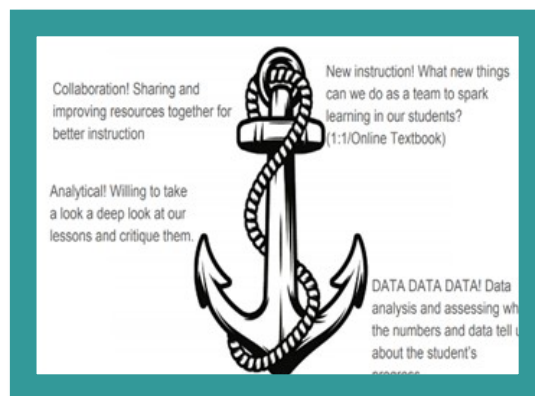
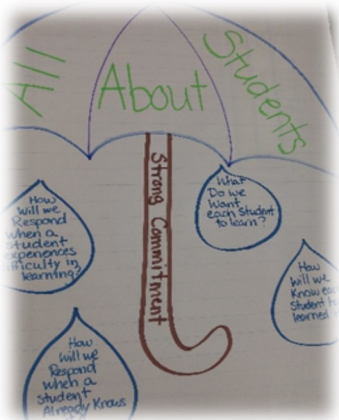
The purpose of the high school STEM mentor program being developed is to help increase middle school students knowledge, skills, and interest in STEM areas and develop relationships that support student self-value in both the high school and middle school students. With an increasing importance of STEM in our students and society, the continued growth of STEM-related occupations, and the ever changing technology, it is critical that students have opportunities to build STEM abilities. STEM activities often involve problem-solving challenges that allow for team building and discussion opportunities among high school and middle school students. Finding solutions and learning new skills together can help both students to develop a trusting relationship. Congratulations to Dr. Jaimee Harnden, Lindsey Rose, Jeff Wick, and Kristen Weidle for receiving this grant!

## Professional Learning Communities

Professional Learning Communities (PLCs) is one of four division leadership pillars that target teacher leadership. PLCs have three major components: a focus on learning, collaboration and results. Elementary and secondary teacher leaders have participated in two sessions this year to build their PLC Toolkits. Session One highlighted facilitator skills and how to achieve buy-in with PLC team members. One of the homework tasks was to meet with PLC teams to create an anchor chart that outlined their goals for the year.

During session two, Mrs. Mayo, Instructional Specialists led teachers in several activities that required them to understand the importance of setting criteria for student work. Additionally, teachers reviewed protocols for analyzing student work in order to help all students achieve by identifying strengths and gaps in learning. These strategies support the four guiding questions of PLCs:

- What do we want students to learn and be able to do?
- How do we know if they have learned?
- What will we do if they haven't learned
- What will they do if they learned or already know?



# HUMAN RESOURCES

From the Desk of Debra Holt



## October is VSBA Bullying Prevention Month

School Board members, superintendents, teachers and parents can play a critical role in creating a climate where bullying is not tolerated. It has been proven when adults and children stand together, bullying ends. This is why the Virginia School Boards Association (VSBA) has declared October to be VSBA Bullying Prevention Month.

Childhood bullying is a significant problem nationwide. It can cause school absenteeism, mental and physical stress, poor school performance, poor self-esteem, and, in some cases, school violence. Over twenty percent of all school-aged children are bullied each year - upwards of thirteen million students.

In an effort to help combat bullying, to raise awareness about the impact of bullying, and to provide strategies, these activities and resources are available within the Caroline County Public Schools:

### ***Caroline High School***

Positive affirmations on bathroom walls to help encourage kindness

School Counselors training webinar (Gain knowledge of prevention strategies and tools to tackle bullying)

Guest speaker, Robin Taylor "Importance of Kindness"

### ***Caroline Middle School***

Morning announcements about bullying prevention and promoting kindness

Classroom guidance lessons (Defining Bullying, Conflict vs. Bullying, How to Report Bullying, and The Effects of Bullying on Students - in Health classes)

Unity Day (October 24<sup>th</sup>) - Wear ORANGE in solidarity against bullying and in UNITY for kindness, acceptance and inclusion

Rachel's Challenge

Champions in the Zone (CZK)

***CCPS Parent Resource Center*** [www.prc.blogs.ccps.us](http://www.prc.blogs.ccps.us) or 804-633-7083

Bullying highlights throughout October and November at the following workshops:

Mandt staff training

CHS – Parent-Teacher-Student Organization (PTSO)

Full Life Ahead workshop for parents and students with disabilities

Career day at CMS

# HUMAN RESOURCES

From the Desk of Debra Holt

## Bullying Prevention Month Cont.

### Lewis and Clark Elementary

Bullying Awareness Walk (October 1<sup>st</sup>)

Unite Against Bullying/Unity Day (October 24<sup>th</sup>) Wear ORANGE

Bullying Prevention Ballet (October 26<sup>th</sup>)

Teacher-made encouraging posters

Anti-bullying message on cafeteria monitors/screens

Classroom Guidance lessons, including NetSmartz

4<sup>th</sup> and 5<sup>th</sup> Grades classes will send encourages notes to younger “Buddy” classes

### Madison Elementary School

Classroom Guidance lessons: Bullying Prevention and Avoiding Being a Bystander

Bullying Prevention announcements: “What to do if you are Being Bullied”, “How to Avoid Bullying” and “The Definition of Cyber Bullying”

School Counselor presentations on month-long campaign on “Paying it Forward”

Collection Drive (Gently used books and clothing to be sent to a Title I elementary school in Wilmington, NC, damaged during Hurricane Florence)

Bullying Prevention Awareness flyer

Distribution of anti-bullying booklets, stickers, and bracelets (donated by Caroline Police Department) to students

### Bowling Green Elementary School

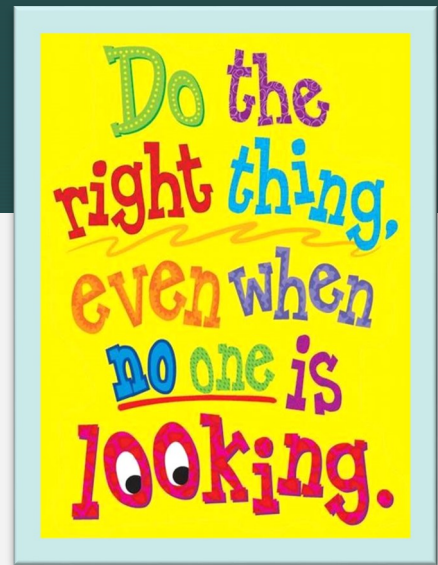
“Stomp Out” Bullying Poster (K-5) posted in the front hallway

Bullying Prevention Pledge (Grades 2-5)

Bullying Lessons: “Conflict vs. Bullying” and “Kindness Works”

Wear BLUE for Awareness (October 1st)

Spirit Week for Bullying Prevention (Last week in October)





# FINANCE DEPARTMENT

## From the Desk of Marcia Stevens

The financial auditors returned to CCPS the week of October 8, 2018 and we had all the documents they requested ahead of time and were ready for them upon their arrival. They were able to complete their review in two and half days and we received good feedback from them. The final audit report will be presented later this calendar year typically in late November or December.

Finance staff has been able to participate in a couple of conferences this month which were put on by Department of Medical Assistance and Virginia School Business Officials Association. These important conferences expand our knowledge in the field of Medicaid billing and School Finance and staff has already began to institute much of the knowledge gained at these conferences.

FY20 Budget development season is underway and the budget request forms have been sent out to leadership staff in order for them to complete the budget request. All budget request are to including supporting date and are required to be aligned with our strategic plan, Pathways 2022. All request are due on November 16<sup>th</sup> and the review process will begin of those request submitted. The Budget Advisory Committee has been established and will have a kick off meeting in November. The Capital Improvement Budget is being developed with the assistance of the CIP committee and will be presented to the School Board for approval in November and then submitted to the County the following day. The school board will adopt the FY20 budget calendar at the November School Board meeting. The draft calendar can be found on our website at the following URL: <http://finance.blogs.ccps.us/files/2018/10/FY20-BudgetCalendar-Draft.pdf>

# TESTING

From the Desk of Beth Hausler



As the leaves slowly changed color and began to fall, students in Caroline County Public Schools participated in state, district, and national testing. At the elementary level, kindergarten students were busy completing their initial PALS screening. Teachers administer the phonemic awareness tool to each student in their class. This resource provides valuable information regarding a student's knowledge of literacy fundamentals.

At CMS and CHS, students in grades 8, 9, 10, and 11 took the PSAT/NMSQT on October 10. For eleventh grade students, the PSAT puts them into the running for the National Merit Scholarship. This test helps to prepare all students for the SAT, college, and careers. After students take the test, they can register for free Khan Academy test prep based upon their individual performance.

At the conclusion of the first quarter, elementary and middle school students completed reading and math benchmarks in grades 3-8. In addition, fourth, fifth and eighth grade students were also tested in science and history. Students at CHS completed their mid-terms.

After returning from fall break, students enrolled in EOC English took the writing SOL. This test consisted of a multiple choice portion and writing prompt which is administered over two days. In preparation for upcoming changes to EOC writing, ninth-grade students complete a mock persuasive writing performance-based assessment. Performance-based assessments are authentic tasks that are evaluated with a rubric. Kudos to students and teachers for all of their hard work!!





# EDUCATIONAL AND FEDERAL PROGRAMS

From the Desk of Dolly Lindsay

## Leveled Literacy Intervention

Selected teachers and specialists received training from Ms. Debbie Magoulick on Leveled Literacy Intervention on October 23-24, 2018 for primary grades and October 31-November 1, 2018 for intermediate grades. The Fountas and Pinnell Leveled Literacy Intervention System (LLI) is an intensive, small group, supplementary, short-term intervention that provides daily, intensive, small-group instruction, which supplements classroom literacy teaching. The goal of LLI is to lift the literacy achievement of students who are not achieving grade-level expectations in reading into successful readers with engaging leveled books and fast-paced, systematically designed lessons.



## Professional Development

Paraprofessionals have received training to increase their knowledge and skills as they work with teachers and support prekindergarten children. Ms. Sarah Flippen provided an interactive math workshop on sorting collections and number sense. Paraprofessionals also participated in sessions on *Profile of a Graduate, Inspiring Higher-Level Thinking, Setting our Children on a Healthy Path, Celebrating Milestones, Dual Language Learners and Parent and Family Engagement*. Presenters included Mrs. Kim Haislop, Mrs. Dolly Lindsay, Mrs. Beth Jeminiz, Mrs. Jessie Rollins, Mrs. Arleen Calhoun-Hicks, and Ms. Sharareh Razani.

## Read for the Record

Smart Beginnings Rappahannock Area was funded a second year by Wells Fargo for their *Passport to Kindergarten Program*. One of the areas of focus is literacy. Smart Beginnings participated again in JumpStart's *Read for the record* on Thursday, October 6, 2018. The book titled Maybe Something Beautiful was purchased for our prekindergarten classes in English and Spanish. Prekindergarten students were excited to have visitors read the story to them. Volunteer readers included Mrs. Nancy Carson, Dr. Vic Hellman, Mrs. Dolly Lindsay, Ms. Adria Mayo, Mrs. Lindsey Rose, Mrs. Cyndi Brown, and Ms. Brandie Williams.



# EDUCATIONAL AND FEDERAL PROGRAMS

From the Desk of Dolly Lindsay



## Rural Family Development Caroline County Head Start Virginia Council of Churches

RFD Caroline County Head Start, VA is currently seeking applicants for the following positions:

**Teachers, Teacher Assistants and Substitute Teachers-** Responsible for providing a developmentally appropriate Head Start environment for children ages three to five years in a center-based setting; as well as oversight of the day-to-day activities in the classroom. Positions are nine months and require an Associate Degree or bachelor's degree in Early Childhood (Teacher). A high school diploma and CDA Credential, or a high school diploma and the ability to obtain a CDA Credential within 24 months of hire is required (Teacher Assistant). Substitutes must have a high school diploma. Agency will assist with obtaining higher credentials.

Schedule is comparable to Caroline County Public Schools. Competitive 12-month salary, 100% paid health insurance, agency cost-share for dental benefits, generous paid time off (PTO), and opportunities for advancement.

Applications completed electronic applications and accompanying documents may be obtained by calling (804) 633-5413 to the attention of Amy Loveless, Rural Family Development Program Operations/Education & Disabilities Manager.

EOE

## Update from Caroline High School

# SCHOOL LEADERSHIP

From the Desk of Dr. Herbert Monroe



## CAV NATION AT THE 2018 VA STATE FAIR



Many students participated in the annual Virginia State Fair. Clockwise from top left is a handful of highlights: 1) A small sampling of the delicious entries from **Chef Jazz's Culinary** students, who won multiple 1st through 3rd prizes in a variety of categories. 2) One of 3 groups of **Senior Beta Club** volunteers led by **Patty Kline** and **Kim Kelly**, who helped in a variety of areas at the fair, fulfilling one of their tenets of providing community service while gaining experience in customer service, public assistance, etc. 3) The **CHS FFA**, sponsored by **Hunter Gravatt**, competed in the giant hay bale decorating contest this year and received a white ribbon (3rd place) out of 12 high schools. 4) **George Honeycutt's Criminal Justice II** students attending the briefing in the Virginia State Police tactical vehicle. The State Police has worked with CHS for several years, giving guidance on procedures and allowing students to shadow a trooper during the day.



## Update from Caroline Middle School

# SCHOOL LEADERSHIP

From the Desk of Dr. Herbert Monroe



During the month of October, CMS Eagles staff and students had many activities and opportunities to support Pathways 2022 Goal 3 Health and Safety to include:

- ◆ Weekly Friends of Rachel's Club (F.O.R.) challenges to promote kindness and compassion.
- ◆ Weekly Champion Zone Kids (C.Z.K) lunch meetings to build capacity in student leaders who want to work together to reduce peer conflict and bullying behavior.
- ◆ Daily morning announcements for National Bullying Prevention Month
- ◆ National Red Ribbon Week activities and announcements to support healthy choices to be drug and alcohol free
- ◆ Weekly Medal of Honor Character Education Lessons during Eagle Hour
- ◆ Health Lessons addressing positive peer relations



## Update from Madison Elem. School

# SCHOOL LEADERSHIP

From the Desk of Dr. Herbert Monroe

Daddy Daughter Dance was a huge success! Dads escorted their princesses out for an evening of dancing, refreshments, tiara contest, and treasurable pictures.



Kindergarten classes visited Snead's, our local Pumpkin Patch.



Students and staff participated in Red Ribbon Week, Anti- Drug Week. Each day we took a stand against drugs by wearing different spirit wear.

Teachers received Leveled Literacy Intervention training from Heinemann Publishing.

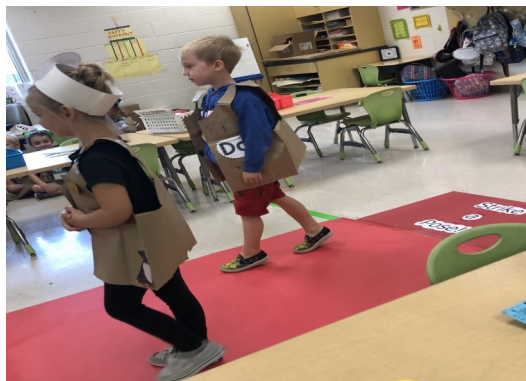
CHS football players helped to make our student's day by greeting them as they arrived to school.



## Update from Lewis & Clark Elem. School

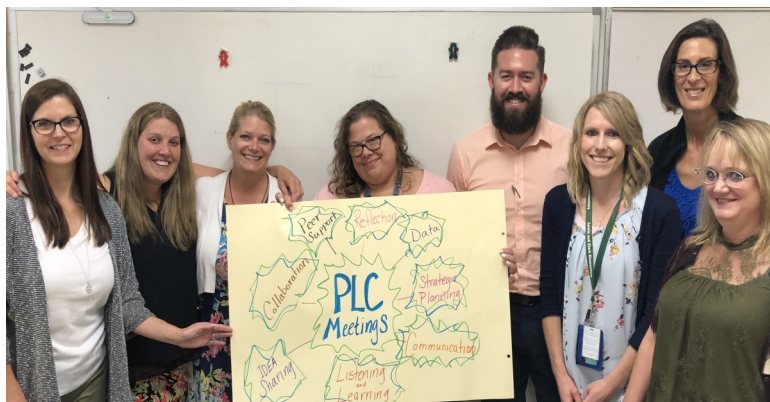
# SCHOOL LEADERSHIP

From the Desk of Dr. Herbert Monroe



Kindergarten students doing their ABC Fashion Show. To review their letters, each student created a Letter Vest with words and pictures of that letter.

Teachers meet weekly for **PLC meetings** focusing on improve student learning and teaching strategies.



**October 19: Goodies for Grandparents Day**– We had our 1st Goodies for Grandparents. We had over 400 grandparents come out to spend some time with their grandchild in the classroom.



**October 21: Grizzly Grind Race** sponsored by our PTA and all 3 Elementary schools Running Clubs participated in the race. We were happy to have the support of Wright's Chapel along with the Sheriff's department.



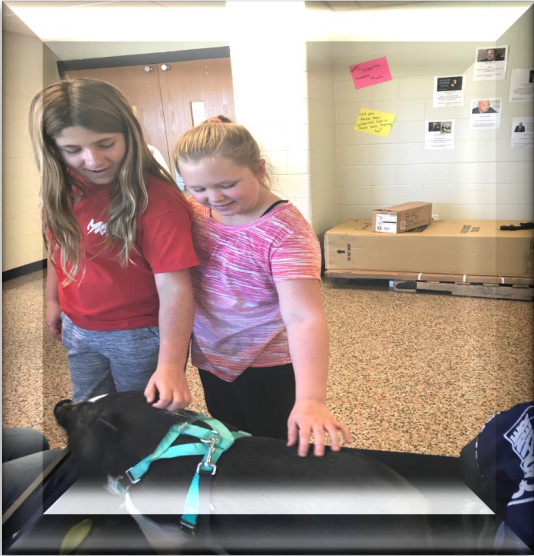
# GRIZZLIES™

**Update from  
Bowling Green  
Elem. School**

# SCHOOL LEADERSHIP

From the Desk of Dr. Herbert Monroe

**Welcome to BGE,  
Penelope the PIG!**



**Our Instructional  
Leaders Show off  
their Crazy Socks  
for Bullying Pre-  
vention  
Week.**



**Mrs. Kristi Thomas' Class are  
Proud Recipients of the  
Agriculture in the Classroom  
Grant. We are Excited for  
This Wonderful Opportunity!**



**The Annual Grizzly Run at  
LCES! Several BGE Students  
Placed in this Race.**

**GO HUSKIES**  
GO HUSKIES

# NUTRITION SERVICES

From the Desk of Keith Conner

October is a busy month for Food Services with a lot of events and activities. We celebrated .....

## [Agriculture in the Classroom](#)

and recognized Kristi Thomas at BGE for being awarded a grant.

Kristi's class is also one of the groups which participated in the Annual "Crunch heard round the Commonwealth" event held each October.

National School Lunch Week was also in October (15th-19th).

Each cafeteria provided info to the students in support of the program.

Of course October is also Farm to School Month. One of our favorite events. This year we had our mascot visit each school and "talk" to the students. We will share a short video highlighting the visits during the November Board meeting.

<https://youtu.be/JPZMQjb7jMo>



**OCTOBER**  
is  
NATIONAL  
**FARM**  
TO  
**SCHOOL**  
MONTH

*Congratulations Ms. Kristi Thomas at BGE for being awarded an Agriculture in the Classroom Grant.*



Pictured above, Ms. Thomas's class celebrates the "Crunch Heard Round the Commonwealth", a Farm to School Month activity.



**National School Lunch Week**  
OCTOBER 15-19, 2018

Today's school lunches meet strict nutrition standards, including limits on calories, sodium and unhealthy fats.

**30 million** students enjoy healthy lunches every school day.

- 3/4 cup of vegetables with every lunch
- 1 cup of 1% or fat-free milk
- 1/2 cup serving of fruit daily
- Entrées must include whole grains & lean protein

Read School Meal Success Stories here: <https://traytalk.org>

Follow us on social media:  
#NSLW18 • #lots2love • #schoolslunch

schoolnutrition.org @SchoolNutritionAssoc www.facebook.com/TrayTalk @SchoolLunch



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# SPECIAL EDUCATION

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## From the Desk of Lora Glass



**EMPOWERING STUDENTS**  
Through supportive opportunities



Anyone who has read a book understands the joy and enrichment reading can bring. With creative imaginations and access to new information, reading opens doors which are available to everyone. In order to support students who struggle with reading, the special education department continues its partnership with T/TAC – William and Mary to provide coaching support to staff engaging in Orton-Gillingham multi-sensory reading approach. Through a competitive application process, Caroline County has been fortunate to enroll eight teachers in this training course including access to materials and in-person coaching for a minimum of one year.

In addition to direct reading instruction, Caroline County also provides access to a rich and varied inventory of assistive technology. For those who require support in order to access the curriculum, AT is the means to actively engaging learning experience. Students may use Snap and Read to receive text to speech support, a full array of switches and buttons to capture the input of students who are unable to talk, and apps which can be integrated into the Chromebook or iPad technology distributed to our students. AIM-VA is a free resource which gives students access to a multitude of recorded textbooks, novels, and other reading material free of charge by documenting student needs in IEPs. The AT group also distributes equipment and furniture to support students with physical disabilities.

Beginning in the 2018-19 school year, Caroline County will be training on direct Medicaid billing. This will allow the division to receive reimbursement from Medicaid for eligible expenses such as speech therapy increasing our pool of revenue sources. By direct billing, we will not be subject to commission charges by a third party. This practice does not impact the Medicaid benefits our families receive. VDOE is supporting our efforts with their annual Medicaid Conference and VDOE Region 3 hosts regular Medicaid training/work sessions.

### **Upcoming Meetings:**

11/8 – FAPT meeting

11/19 – CPMT meeting

1/18 – Region 3 Special Education Directors Meeting

11/19 – SEAC





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# MAINTENANCE

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From the Desk of Geoffrey Honan

## Maintenance

Maintenance has received 391 new tickets this month and solved 368

Touch up door painting at BGE, LCES and CHS is continuing

Assisted at the Middle installation of the gas lines by locating division owned utilities

Sewer

Fiber optic cable

Electric lines to parking lot poles

## Grounds

Seeding and fertilizing 3,300 pounds of seed and 3,000 pounds of fertilizer was put own down



## Electrician

The domestic water booster pump keeps the water at 60lbs. so the flush valves work properly.

Rob serviced this pump which would have cost a considerable amount of money had we out sourced it



## Plumbing

Custodial sink at the Annex was draining slow and leaking after clearing drains the leak was found in the wall and was a large project.

## Hvac

Hvac is getting the heating system ready for the cold season

While doing the PM's on the heating system at the Middle Schools the system in four classrooms was found to have defective motors. Bradley is in the process of replacing these motors now.



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# TRANSPORTATION

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From the Desk of J.D. Satterwhite

## Adverse Weather Conditions

Extreme weather conditions can make a difference in our normal bus transportation services. It mostly affects your school bus drivers ability to see, which is very limited in adverse weather conditions such as rain, fog, ice, snow, and dust.

Among all weather conditions, fog and ice are probably the most dangerous. Our CCPS drivers are trained and equipped to handle driving in all weather conditions, but our primary responsibility is student safety. All decisions made regarding whether the buses run or not is based solely on the safety of its passengers, our students.

Our bus drivers slow down at the first sign of rain, drizzle, or snow on the road. This is when many road surfaces are most slippery because moisture mixes with oil and dust that has not been washed away. The slippery roads can reduce traction and there is risk to lose control of the vehicle.

But not only cold weather and precipitation can change the driving pattern. You also should be aware of high temperatures, sun glare and high winds.

In the event of bad weather, buses and/or schools may be cancelled. The decision to cancel buses is usually made by 5 a.m. **You may consult any of the following resources to confirm the status of school operations and transportation:**

- ⇒ **CCPS Website**
- ⇒ **Channel 6, 8, & 12 (local stations)**
- ⇒ **CCPS Facebook Page**

As the weather gets colder, please remember your student is our first priority!

