



# Charter School Leadership Institute

Pine Springs Preparatory Academy

October 18-19, 2018

# 2018 Charter School Leadership Institute

Thursday, October 18, 2018 – Friday, October 19, 2018

Pine Springs Preparatory Academy

220 Rosewood Centre Drive, Holly Springs, NC 27540

Welcome to the 2018 Charter School Leadership Institute! We are excited to spend the next day and a half digging into many important topics with all of you through informational workshops, presentations, and discussion panels. This Institute was made possible thanks to the generous support of our hosts, Pine Springs Preparatory Academy. If you see a member of the Pine Springs team, please thank them! Please also take time to thank all our presenters and speakers for taking time out of their busy schedules to join us this week.

This year, along with a diverse set of breakout sessions, we have scheduled two specific breakout session tracks tailored to finance and serving special populations. The Finance track sessions will be in Room 138 and the Special Populations track sessions will be in Room 139. Additionally, a breakout session about the recently announced Charter School Programs (CSP) grant will take place five times throughout the day on Thursday in Room 238. Please have someone from your team attend one of these sessions.

Below you will find some logistical notes to make the days go smoothly, but please find a member of the Office of Charter Schools if you have any questions or issue.

- Share your experience throughout the institute on twitter by tagging **@NCCharterOffice** and using the hashtag **#CSLI2018**.
- Join us for a **networking happy hour Thursday evening at Hickory Tavern** (401 Village Walk Drive, Holly Springs, NC 27540). See agenda below.
- Feel free to park in any of the available lots on campus. Please use the main entrance in the front of the building when you arrive.
- Light refreshments will be available in the Gymnasium from 7:30 am - 8:30 am both days.
- Lunch will be served in the Gymnasium from 11:30 am – 12:30 pm on Thursday and 12:00 – 1:00 pm on Friday.
- The **media center will be open networking and collaboration space**. Please feel free to drop in to chat, network, and collaborate with colleagues.
- Please remember to **sign in at every session** you attend.
- Session materials and presentations will be posted to the OCS PD Resources page after the institute.
- Please use the following credentials to connect to the internet:

**Wi-Fi Network:** Pspa-guest    **Password:** guest4321



**Session Descriptions**

<p><b>WELCOME AND OPENING REMARKS</b> • Amy White, State Board of Education   8:30 – 9:00 am   Gymnasium</p>
<p><b>COMPREHENSIVE, CONTINUOUS IMPROVEMENT PLAN (CCIP) AND CONSOLIDATED MONITORING</b> • James Popp &amp; Tina Hinson, NCDPI   9:15 – 10:15 am   Room 138 Explore with a guide through the CCIP application and what to expect during a consolidated monitoring event.</p> <p><b>READY TO LEARN: FOSTERING ACADEMIC SUCCESS THROUGH SOCIAL EMOTIONAL INSTRUCTION</b> • Nicole Moyer, Pine Springs Prep   9:15 – 10:15 am   Room 139 This session will cover the benefits of including social emotional instruction in the school day. School-wide intervention strategies will be discussed as well as screening methods to identify students in need of additional support. This is a duplicate session.</p> <p><b>NC STAR Q&amp;A</b> • Alessandro Montanari, NCDPI   1:45 – 2:45 pm   Room 140 Come get all your questions answered about completing your School Improvement Plan and using the NC Star system.</p> <p><b>ALIGNING SCHOOL CULTURE AND SCHOOL MISSION</b> • Lisa Huddleston &amp; David Ennis, Raleigh Charter HS   9:15 – 10:15 am   Room 236 A positive school culture that aligns with the school's mission is a fundamental building block in creating an effective learning environment.</p> <p><b>PERFORMANCE FRAMEWORK: PAST, PRESENT, AND FUTURE</b> • Stephenie Clark, Office of Charter Schools   9:15 – 10:15 am   Room 237 Participants will understand the history of the Performance Framework and provide feedback for future collections.</p>
<p><b>CHART OF ACCOUNTS</b> • James Popp &amp; Tina Hinson, NCDPI   10:30 – 11:30 am   Room 138 Take an abbreviated tour through federal funds (PRC 050 – Title I, PRC 103 – Title II, and PRC 108 – Title IV) and allowable expenditures.</p> <p><b>READY TO LEARN: FOSTERING ACADEMIC SUCCESS THROUGH SOCIAL EMOTIONAL INSTRUCTION</b> • Nicole Moyer, Pine Springs Prep   10:30 – 11:30 am   Room 139 This session will cover the benefits of including social emotional instruction in the school day. School-wide intervention strategies will be discussed as well as screening methods to identify students in need of additional support. This is a duplicate session.</p> <p><b>UNLOCK THE POWER OF HOME BASE</b> • Pam Batchelor, Tiffany Kinney, &amp; Cami Narron, NCDPI   10:30 – 11:30 am   Room 140 Learn about the Home Base suite of applications and how these systems work together to inform and empower educators.</p> <p><b>NC NEW TEACHER SUPPORT PROGRAM + NC CHARTER SCHOOLS = BEGINNING TEACHER SUCCESS</b> • Pat Conetta, Misty Hathcock, Kim Ramadan, Jackie Caldwell, Christina Bush, Tiffany Mocerri, and Jonathan Bryant   10:30 – 11:30 am   Room 236 Join us to learn how to leverage university partnerships to support beginning teachers to increase student achievement through teacher retention and effectiveness. This is a duplicate session.</p> <p><b>PARENT GRIEVANCES: DIG INTO THE DATA</b> • Stephenie Clark, Office of Charter Schools   10:30 – 11:30 am   Room 237 Participants will self-assess current grievance protocols, strategize on finding a win out of every complaint, and identify how to turn complaints into meaningful data points.</p>
<p><b>LUNCH</b> • Dr. Eric Hall, Deputy Superintendent of Innovation   11:30 am – 12:30 pm   Gymnasium</p>
<p><b>WHAT TO EXPECT WITH FEDERAL MONITORING</b> • Leigh Ann Kerr, NCDPI   12:30 – 1:30 pm   Room 138 How to prepare and what to expect for federal monitoring.</p> <p><b>SPECIALLY DESIGNED INSTRUCTION WITHIN AN MTSS FRAMEWORK</b> • Karmen Mills, NCDPI   12:30 – 1:30 pm   Room 139 A structurally sound MTSS is critical to decision-making for students with disabilities. This session will address the essential partnership between general and special education.</p> <p><b>SCHOOL HEALTH REQUIREMENTS FOR NC CHARTER SCHOOLS – PART I</b> • Kristin Briggs   12:30 – 1:30 pm   Room 140 This two-part session will provide participants information regarding the current student health requirements for N.C. charter schools as well as provide student health recommendations and available resources for assistance in addressing student health issues.</p> <p><b>NC NEW TEACHER SUPPORT PROGRAM + NC CHARTER SCHOOLS = BEGINNING TEACHER SUCCESS</b> • Pat Conetta, Misty Hathcock, Kim Ramadan, Jackie Caldwell, Christina Bush, Tiffany Mocerri, and Jonathan Bryant   10:30 – 11:30 am   Room 236 Join us to learn how to leverage university partnerships to support beginning teachers to increase student achievement through teacher retention and effectiveness. This is a duplicate session.</p> <p><b>THE MCKINNEY-VENTO ACT AND COMPLIANCE REQUIREMENTS</b> • Tricia Lentz, NCDPI   12:30 – 1:30 pm   Room 237 Review the fundamental principles, compliance requirements, and PD opportunities for the McKinney-Vento Homeless Assistance Act.</p>



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**Session Descriptions**

**CHARTER SCHOOL FISCAL COMPLIANCE** • Leigh Ann Kerr, NCDPI | 1:45 – 2:45 pm | Room 138  
Learn about all the fiscal compliance requirements of charter schools in North Carolina.

**RELATED SERVICE PROVISION AND CONTRACTING** • Laurie Ray, NCDPI | 1:45 – 2:45 pm | Room 139  
This session will focus on answering participant questions about providing related services. An overview of contracting resources and recommendations will also be discussed.

**SCHOOL HEALTH REQUIREMENTS FOR CHARTERS – PART II** • Kristin Briggs | 1:45 – 2:45 pm | Room 140  
This two-part session will provide participants information regarding the current student health requirements for N.C. Charter Schools as well as provide student health recommendations and available resources for assistance in addressing student health issues.

**MULTI-TIERED SYSTEMS OF SUPPORT** • Karmen Mills, NCDPI | 3:00 – 4:00 pm | Room 236  
This presentation will focus on the role of Leadership Teams in developing practices to support MTSS implementation. This will include information about the critical role of school leaders in building the systems that result in improved outcomes for all students.

**EXAMINING LEADERSHIP PURPOSE** • Joy Warner and Leslie Tomko, Community School of Davidson | 1:45 – 2:45 pm | Room 237  
Is your school or classroom better because you lead it? During this session, two leaders from Community School of Davidson (CSD) will discuss our leadership team’s evolution over the past 15 years. We will share some leadership exercises and strategies that have helped us transition from the leadership that built our school to the leadership that sustains our school. There will be time for participants to reflect upon their own leadership skills and purpose.

**HOW TO PREPARE FOR THE ANNUAL INDEPENDENT AUDIT** • Leigh Ann Kerr, NCDPI | 3:00 – 4:00 pm | Room 138  
What should you be doing to ensure a smooth annual independent audit each year.

**ADAPTED PHYSICAL EDUCATION 101 – THE BASICS** • Laurie Ray, NCDPI | 3:00 – 4:00 pm | Room 139  
There is a great deal of confusion about adapted physical education (APE). It is a special education service (NOT a related service), it is curriculum based, it is an area for eligibility consideration. Want to know more or at least what you should know? This session will provide the basic information to get a handle on APE.

**SCHOOL CONNECTIVITY AND E-RATE** • Mike Ramsey, NCDPI | 3:00 – 4:00 pm | Room 140  
Could your school use more internet and technology resources? Want someone else to pay for it? Come learn about all the resources available through the e-Rate program to support your technology needs.

**CONVERSATIONS IN SCHOOL SAFETY** • Andrew Mocerri, Pine Lake Prep | 3:00 – 4:00 pm | Room 236  
An opportunity to share and discuss safety measures that have been implemented at charter schools around the state. Please note this is a facilitated discussion and idea share.

**READ TO ACHIEVE UPDATES [FOR ELEMENTARY AND MIDDLE SCHOOL ADMINISTRATORS]** • Rebecca Belcastro, NCDPI | 4:00 – 4:30 pm | Gymnasium  
Read to Achieve program updates.

**LAUNCHING THE HIGH SCHOOL COHORT [FOR HIGH SCHOOL ADMINISTRATORS]** • Dave Machado and Jay Whalen, Office of Charter Schools | 4:00 – 4:30 pm | Media Center  
An introductory discussion about the high school cohort being launched by the OCS.

**NETWORKING HAPPY HOUR** • Hickory Tavern, 401 Village Walk Drive, Holly Springs, NC 27540 | 5:00 – 6:30 pm  
Come join us for a networking happy hour! Connect with colleagues and friends over light refreshments at Hickory Tavern



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## Session Descriptions

**OPENING PANEL DISCUSSION • 8:30 – 9:30 am | Gymnasium**

Hear from top charter and education leaders about the charter school landscape and common challenges and opportunities in the state.

- Alex Quigley, Chair, Charter School Advisory Board and Executive Director, Healthy Start Academy
- Cecilia Holden, Director of Legislative Affairs, State Board of Education
- Courtney Samuelson, 2017 Charter School Teacher of the Year
- Dave Machado, Director, Office of Charter Schools

**CONTRACTS AND PROCUREMENT • Leigh Ann Kerr, NCDPI | 9:45 – 10:45 am | Room 138**

Come listen and learn about best practices and legal requirements around executing contracts and procuring goods and services.

**ENGLISH LEARNERS IN NC SCHOOLS • Xatli Stox, NCDPI | 9:45 – 10:45 am | Room 139**

ESL/Title III Consultants from the North Carolina Department of Public Instruction will provide an update on Growing Success for English learners (ELs) in NC.

**MANAGING LEADERSHIP TEAMS – PART I • Alex Quigley, Charter School Advisory Board | 9:45 – 10:45 am | Room 140**

This two-part session explores best practices for managing and developing high-quality leadership teams.

**FLIPPED LEARNING • Matt Hubacher, Pine Lake Prep | 9:45 – 10:45 am | Room 236**

Want more time for hands on activities and practice in your classroom but worried kids will still "get it" if you abandon notes and lecture altogether? A flipped classroom may be a fit for you. Make your own videos or leverage the vast resources of YouTube and beyond to change your classroom dynamic.

**MIDDLE SCHOOL PEER MENTORING PROGRAM • Megan Monk & Sonya Jenkins, Brevard Academy | 9:45 – 10:45 am | Room 237**

Learn how the Brevard Academy Peer Mentoring program started, the growth we have seen in participation, the organization behind it, and what benefits we see from our perspective and our students.

**TIME AND EFFORT REPORTING • Leigh Ann Kerr, NCDPI | 11:00am – 12:00 pm | Room 138**

Come join us for a session on ensuring your employees are reporting and getting paid for the correct time and effort.

**STUDENTS WITH DISABILITIES: DISCIPLINE DECISION-MAKING DO'S AND DON'TS • Ginger Cash and Karen Little, NCDPI | 11:00am – 12:00 pm | Room 139**

Disciplinary removals, MDRs, change of placement, services...terms we will cover in this session as we address discipline for students with disabilities by reviewing the NC Policies Governing Services for Students with Disabilities and discussing decisions made in discipline cases to identify the discipline "do's" and help avoid the discipline "don'ts".

**MANAGING LEADERSHIP TEAMS – PART II • Alex Quigley, Charter School Advisory Board | 11:00am – 12:00 pm | Room 140**

This two-part session explores best practices for managing and developing high-quality leadership teams.

**GROWTH MINDSET • Allison Field, Pine Lake Prep | 11:00am – 12:00 pm | Room 236**

An interactive opportunity designed to stimulate professional conversation and thought regarding student learning. How can our language shift, our feedback become more meaningful, and our discussions with students continue to emphasize their role in the academic process?

**DIGITAL-AGE LEARNING IN NC: PUTTING THE PIECES TOGETHER • Teika Clavell, NCDPI | 11:00am – 12:00 pm | Room 237**

Join us to hear how all the pieces, including the North Carolina Digital Learning Initiative, Digital Learning Competencies, the Digital Learning and Media Inventory, Digital Learning Progress Rubric and NCWiseOwl, fit together as you address Digital-Age Learning in your school.

**LUNCH • Dave Machado, Director, Office of Charter Schools | 12:00 – 1:00 pm | Gymnasium**

During lunch, the Director of the Office of Charter Schools will provide updates and answer questions from the group.



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*\*See full conference session grid on pages 6-7\**



Thursday, October 18, 2018

7:30 - 8:30	Breakfast on Your Own - Light snacks and coffee provided					
8:30 - 9:00	WELCOME AND OPENING REMARKS [GYMNASIUM]					
9:00 - 9:15	Break					
Breakout Rooms	<b>138</b> (Finance Track)	<b>139</b> (Special Populations Track)	<b>140</b>	<b>236</b>	<b>237</b>	<b>238</b>
9:15 - 10:15	COMPREHENSIVE, CONTINUOUS IMPROVEMENT PLAN (CCIP) AND CONSOLIDATED MONITORING	READY TO LEARN: FOSTERING ACADEMIC SUCCESS THROUGH SOCIAL EMOTIONAL INSTRUCTION	NC STAR Q&A	ALIGNING SCHOOL CULTURE AND SCHOOL MISSION	PERFORMANCE FRAMEWORK: PAST, PRESENT, AND FUTURE	WHAT THE CSP GRANT MEANS FOR NC
10:15 - 10:30	Break					
10:30 - 11:30	CHART OF ACCOUNTS	READY TO LEARN: FOSTERING ACADEMIC SUCCESS THROUGH SOCIAL EMOTIONAL INSTRUCTION	UNLOCK THE POWER OF HOME BASE	NC NEW TEACHER SUPPORT PROGRAM + NC CHARTER SCHOOLS = BEGINNING TEACHER SUCCESS	PARENT GRIEVANCES: DIG INTO THE DATA	WHAT THE CSP GRANT MEANS FOR NC
11:30 - 12:30	Lunch [Gymnasium]					
12:30 - 1:30	WHAT TO EXPECT WITH FEDERAL MONITORING	SPECIALLY DESIGNED INSTRUCTION WITHIN AN MTSS FRAMEWORK	SCHOOL HEALTH REQUIREMENTS FOR NC CHARTER SCHOOLS - PART I	NC NEW TEACHER SUPPORT PROGRAM + NC CHARTER SCHOOLS = BEGINNING TEACHER SUCCESS	THE MCKINNEY-VENTO ACT AND COMPLIANCE REQUIREMENTS	WHAT THE CSP GRANT MEANS FOR NC
1:30 - 1:45	Break					
1:45 - 2:45	CHARTER SCHOOL FISCAL COMPLIANCE	RELATED SERVICE PROVISION AND CONTRACTING	SCHOOL HEALTH REQUIREMENTS FOR NC CHARTER SCHOOLS - PART II	CRITICAL ELEMENTS FOR LEADING MTSS IMPLEMENTATION	EXAMINING LEADERSHIP PURPOSE	WHAT THE CSP GRANT MEANS FOR NC
2:45 - 3:00	Break					
3:00 - 4:00	HOW TO PREPARE FOR THE ANNUAL INDEPENDENT AUDIT	ADAPTED PHYSICAL EDUCATION 101 - THE BASICS	SCHOOL CONNECTIVITY AND E-RATE	CONVERSATIONS IN SCHOOL SAFETY		WHAT THE CSP GRANT MEANS FOR NC
4:00 - 4:30	READ TO ACHIEVE UPDATES [GYMNASIUM] <i>[FOR ELEMENTARY AND MIDDLE SCHOOL ADMINSTRATORS]</i>			LAUNCHING THE HIGH SCHOOL COHORT [MEDIA CENTER] <i>[FOR HIGH SCHOOL ADMINISTRATORS]</i>		
5:00 - 6:30	Networking Happy Hour Hickory Tavern, 401 Village Walk Drive, Holly Springs, NC 27540					

**Friday, October 19, 2018**

7:30 - 8:30	Breakfast on Your Own - Light snacks and coffee provided				
8:30 - 9:30	OPENING PANEL DISCUSSION [Gymnasium]				
9:30 - 9:45	Break				
Breakout Rooms	<b>138</b> (Finance Track)	<b>139</b> (Special Populations Track)	<b>140</b>	<b>236</b>	<b>237</b>
9:45 - 10:45	CONTRACTS AND PROCUREMENT	ENGLISH LEARNERS IN NC SCHOOLS	MANAGING LEADERSHIP TEAMS – PART I	FLIPPED LEARNING	MIDDLE SCHOOL PEER MENTORING PROGRAM
10:45 – 11:00	Break				
11:00 - 12:00	TIME AND EFFORT REPORTING	STUDENTS WITH DISABILITIES: DISCIPLINE DECISION-MAKING DO'S AND DON'TS	MANAGING LEADERSHIP TEAMS – PART II	GROWTH MINDSET	DIGITAL-AGE LEARNING IN NC: PUTTING THE PIECES TOGETHER
12:00 – 1:00	Lunch [Gymnasium]				

Thank you again to Gregg Sinderson, Bruce Friend, Christina Womble, and the entire Pine Springs team for hosting us!

Thank you to our food and beverage sponsors:

Highmark

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Hickory Tavern

Interested in hosting an event at your school? Email Jay Whalen at [Jay.Whalen@dpi.nc.gov](mailto:Jay.Whalen@dpi.nc.gov)

