



**Central California Conference
Principals' Council
August 14, 2018**

1:00 p.m. - 3:00 p.m. (Go to Meeting)

***"Therefore encourage one another and build each other up,
just in fact that you are doing." 1 Thessalonians 5:11 (NIV)***

Agenda

1. Welcome and Introductions
2. Devotional and Prayer
3. NAD Convention 2018
 - a. \$66.00 plus \$6.00 train – end of August paycheck
 - b. Goals
4. Communication
 - <https://cccedu.adventistfaith.org/contact-us>
 - a. How to Reach Us
 - b. Phone call, texts, emails, website, Remind App
 - c. Cell phone numbers and emails of all Principals' Council members
5. School Assignments – Superintendents' Assignments -
https://cccedu.adventistfaith.org/uploaded_assets/533167
6. Vision & Mission Statement for the CCC School System -
<https://cccedu.adventistfaith.org/vision-statement>
7. ***Conference Calendar, Important Dates and Deadlines*** –
<https://cccedu.adventistfaith.org/calendar>
8. Preliminary Opening Reports – Student enrollment – Submit to Premila Willmott no later than Wednesday, August 22, 2018 by Google Docs
 - a. Opening Reports due Thursday, September 13, 2018 – submit to Premila Willmott
https://paucedu.adventistfaith.org/uploaded_assets/506244
9. CCC Education Department Website <https://cccedu.adventistfaith.org/>
10. Personnel – Classified and Certificated
 - a. Hiring & Employment Approval (Live Scan clearance prior to beginning of employment)
 - b. On-boarding Process – Premila Willmott
 - c. CCC Employment Guidelines -
https://cccedu.adventistfaith.org/uploaded_assets/419692
 - d. Substitute Teacher Approval
11. Verified Volunteers – <https://www.ncsrisk.org>

12. School Board Meeting dates – Submit to Premila Willmott by Wednesday, August 22, 2018 (Note: Please notify superintendents prior to the board meeting)
13. Board In-services – CCC Education Powerpoint
14. School Board Meeting Minutes and Financial Reports – send to the CCC Office of Education on a monthly basis, Senior Academies to the CCC and PUC (The information should be sent via email to Jamie Grisham)
 - a. Executive School Board Minutes
 - b. Personnel Recommendations – must not be in the general board minutes
15. Elementary Report – Vicky Lauritzen
 - a. Maximum number of students in an elementary classroom – PUC Code C17-132
 - b. MAP Testing
16. Secondary Report – Jerry Corson
17. Iowa Assessments – September 17-21, 2018 (Due to CCC for processing by September 28, 2018)
 - a. Iowa Testing Basic Timeline
https://cccedu.adventistfaith.org/uploaded_assets/533169
18. Principal Handbook
http://adventisteducation.org/principals-handbook/assets/principals-handbook_112717.pdf
 - a. Principals' Duties – help and support
19. School Accreditations - Evaluations and Action Plans – An In-service will be scheduled – Dr. George Bronson
20. Monthly Vacation/Meeting Report (handout) – Due by one week after the end of each month on a monthly basis to be submitted to Premila Willmott -
21. Supervision and Evaluation of Employees by March 8, 2019 -
<https://cccedu.adventistfaith.org/k-12>
22. Dashboard and Renweb -
<https://cccedu.adventistfaith.org/renwebdashboard-help>
23. Certification of educators – Certification renewal for teachers, retro-active pay deadline on or before November 1, 2018.
24. Continuing Education/PD in Focus – Vicky Lauritzen
25. Schoolwide Safety Plans
26. Scholarships – <https://cccedu.adventistfaith.org/scholarship-plans>
27. Legal Issues
 - a. CCC Human Resources
 - b. Child Abuse – knowledge of duty to report – PUC Code E-10-144
 - c. Conference Attorney – charges
 - d. Resolution Regarding Sex Offenders on Conference School Campuses
 - e. Bloodborne Pathogens training – online through Human Resources
 - f. School Calendar 180 teacher student contact days – PUC Code C11-124, C11-128
 - g. Minimum School Day – PUC Code C17-112
 - h. Vital School Records: PUC Code A26-104 - A26-120

- i. Financial clearance of students enrolling to another CCC School
- 28. Lease Agreement, Student Accident Insurance, Transportation – <https://www.centralcaliforniaadventist.com/forms>
- 29. Student Admissions – CCC Board of Education Policy
 - a. Kindergarten attendance – The student must be five years old on or before September 1.
 - b. First Grade attendance – The student must be six years old on or before September 1.
 - c. Home school students – https://cccedu.adventistfaith.org/uploaded_assets/341245
 - d. Special education students ability to accommodate PUC Code A23-112, C15-104, C25-136
 - e. I-20 International Students
- 30. Student Handbooks voted by the school board - https://cccedu.adventistfaith.org/uploaded_assets/502762
 - a. Suspension notification
 - b. Student Expulsion Process – PUC Code A23-152
- 31. Employee Absence and Leave Bank Policies 2018-2019 - https://cccedu.adventistfaith.org/uploaded_assets/533168
- 32. Friendship Games Program – Go to Meeting on Wednesday, August 15, 2018 (1:00 – 3:00 pm) - <https://cccedu.adventistfaith.org/friendship-games>
- 33. Mentor Teacher Program Meeting – Need to be rescheduled
- 34. CCC Education Code Polices – revision process <https://cccedu.adventistfaith.org/>
- 35. Pacific Union Conference Education Code Policies update July 1, 2018 - https://paucedu.adventistfaith.org/uploaded_assets/525255
- 36. Travel Vouchers – https://cccedu.adventistfaith.org/uploaded_assets/503281
- 37. Out-of-Union Overnight Trip Request Form submitted by November 1, 2018 – <https://cccedu.adventistfaith.org/k-12>
- 38. Fall Education Council – Ontario, CA <https://cccedu.adventistfaith.org/fall-education-council>
 - a. Tuesday, October 23, 2018 (8:30 am – 5:00 pm) – Council Meeting
 - b. Tuesday, October 23, 2018 (6:30 pm – 8:00 pm) – Retirement reception for Beverly Benson
 - c. Wednesday, October 24, 2018 (8:30 am – 4:30 pm) – Council Meeting
 - d. Hotel – Ontario Airport Hotel: refer to attachment when making a reservation – Deadline – Friday, September 21, 2018
- 39. New Principals Go to Meeting – Immediately following Principals' Council
- 40. Next meeting – Thursday, October 4, 2018 (10:00 am – 4:00 pm) at CCC Office
- 41. Closing Prayer

Note: CCC Education Department Website <https://cccedu.adventistfaith.org>