



OPI Education Savings Account Steering Committee

[HB 393](#) - Education Savings Account

- I. **Purpose:** The committee will be comprised of at least 10 members for the purpose of providing the Montana Office of Public Instruction (OPI) with consultation and advice on the administration of the Education Savings Account, created by HB 393, sponsored by Sue Vinton, during the 2023 Legislative Session. The committee will provide strategic advisory support to ensure the administrative process of the ESA program meet the needs of students and families enrolled in the program.
- II. **Vision:** The committee will provide timely and strategic consultation and advice from parents and guardian perspectives. This will support OPI's implementation of policies and systems that enable high quality, student-centered ESA program delivery.
- III. **Scope:** The committee will:
 - a. Review and provide feedback on guidance documents for the ESA
 - b. Provide consultation and advice on select policies and systems.
- IV. **Committee Members:** the committee members will be selected by the Superintendent of Public Instruction and will be representative families from the entire state of Montana. OPI staff, including the Assistant Superintendent, the Special Ed Director, and a representative from school finance may also attend meetings in a support capacity. In addition, an OPI staff member will be charged with scheduling, creating agendas, and providing minutes for each meeting, as well as recording committee feedback and action items.
- V. **Applications:** Applications will be available on OPI's website through the December 1, 2023. The Superintendent will appoint at least ten members to the Committee, based on the documentation provided in the application.
- VI. **Term:** Members will serve through Spring of 2025. Members may be reappointed for consecutive terms. Resignation of a term should be done in writing, and the Superintendent will appoint a new member.
- VII. **Committee Responsibilities:** Including but not limited to:
 - a. Active participation at meetings
 - b. Timely review of any materials
 - c. Focus on solutions
 - d. Ensure timely and accurate communication with OPI
 - e. Provide specific feedback on agenda items and request future agenda items as needed
 - f. Keep information confidential as required
- VIII. **Meetings:** The committee will meet about monthly, for about 2 hours. Meetings will be held online, and an agenda will be available prior to the meetings. Members are expected to participate, and if unable to make a meeting, to follow up with any feedback within 24 hours of the scheduled meeting.
- IX. **Community and parent feedback:** The committee may review written feedback from parents or community members not on the committee. In addition, the OPI or the committee may decide to send a survey to solicit certain information to help guide the committee's work.