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# Office of the Superintendent

## ESSA

Montana's ESSA plan has been [approved](#)! Thank you to all of the Montanans who contributed to this plan that puts our students first. Now that it has been approved, we look forward to working with communities to fully implement [ESSA](#).

## Events in Montana Education

The OPI has had a busy and productive start to the new year! Here are some of the education events that Superintendent Arntzen and her staff participated in during January:

- Superintendent Arntzen toured Kalispell's homebuilding class, met with Flathead administrators, and spoke at the Montana Contractors Association annual meeting about her Montana Ready initiative. Check out the media coverage here: [Students Build Real World Skills](#)
- The [Montana Council of Deans of Education](#) held their winter retreat at Carroll College.
- The [Montana Board of Regents](#) met at the Helena College.
- OPI's Indian Education Division held a workshop at Elder Grove School in Billings.
- [Education Northwest](#) held a board meeting which Montana holds seats on.
- The [Montana State Workforce Innovation Board](#) held a workforce development event.
- The [State Special Education Advisory Council](#) met in Helena.
- The [Board of Public Education](#) held a conference call meeting.
- The [Montana Land Board](#) held their monthly meeting in the Capitol.
- The [Legislative Interim Education Committee](#) met in Helena.

The OPI also provided guidance to districts during the brief shutdown of the federal government. That guidance can be found [here](#).

In other education news, check out Superintendent Arntzen's joint School Choice Week message with Superintendent Rob Watson: [Schools Innovation Article](#)

**Keep an eye out for Montana Teacher of the Year program information, which will be coming in early February.**

Follow Superintendent Arntzen on social media:  

For more information, contact [dylan.klapmeier@mt.gov](mailto:dylan.klapmeier@mt.gov) or 406-444-3559

# Content Standards and Instruction

## The CSI Team

- [Colet Bartow](#), Director, 406-444-3583
  - [Jessica Bryant](#), Teacher Learning Hub Coordinator, 406-444-3557
  - [Cari Russell](#), Teacher Learning Hub Project Specialist, 406-444-4422
  - [Christy Mock-Stutz](#), English Language Arts, 406-444-0736
  - [Michelle McCarthy](#), Science, 406-444-3537
  - [Marisa Franklin](#), Mathematics, 406-444-0706
  - [Marjorie O'Rourke](#), Professional Learning Data & Info Specialist, 406-444-3538
  - [Wanda Arlint](#), Administrative Assistant, 406-444-0716
- Learn about professional development on the [OPI Professional Learning Opportunities Portal](#).
  - Enroll in online courses on the [Teacher Learning Hub](#).
  - Access content standards documents and other information on the [OPI K-12 Content Standards](#) webpage.

## Teacher Learning Hub

Visit the [OPI Teacher Learning Hub](#) to see new courses and make your district, school, and individual professional development plans for the coming year. Check out our new look for 2018 -- [Watch this video](#) (8:31) for a tour of the Hub.

For more information, contact [OPILearningHub@mt.gov](mailto:OPILearningHub@mt.gov)

## Smithsonian American Art Museum – Montana Webinar Series

How can American art be a tool for building critical thinkers in the classroom? *Join the Smithsonian American Art Museum as they present a special webinar series designed specifically for Montana educators!*

In this special three-part webinar series for Montana teachers, experience how educators at the Smithsonian American Art Museum (SAAM) use inquiry-based approaches with artwork to engage students as thinkers, readers, and writers, while supporting content across multiple disciplines. Gain practical strategies for integrating art effectively into your teaching, and learn to navigate the Smithsonian's online resources for educators. Webinars are open to all Montana teachers, though they are especially recommended for English/language arts, social studies or history, and art teachers for grades 5-12. Renewal units will be available.

1. [Thinking through Art: Landscape and Place](#)  
Wednesday, February 21, 2018 (3:30 – 4:30 p.m., MT)

Explore inquiry-based strategies for guiding close looking and analysis with American art, and ways to make students' thinking visible. Highlighted SAAM artworks for this session center on the theme of Landscape and Place. Join the live online presentation [here](#).

2. [Native American Art & Artists: How Do You Find Artworks to Use in Your Classroom?](#)

Tuesday, March 20, 2018 (3:30 – 4:30 p.m., MT)

You want to try using American art in your teaching, but how do you know where to find the right piece? Learn how to navigate the Museum's online resources for teachers, with an emphasis on art by and about Native Americans. Join the live online presentation [here](#).

3. [Art as Argument: Contemporary Artists' Voices](#)

Monday, April 16, 2018 (3:30 – 4:30 p.m., MT)

How do contemporary American artists use visual tools to persuade? How can persuasive artwork be a springboard to help students construct their own arguments? Join the live online presentation [here](#).

For more information, contact Christy Mock-Stutz, [cmstutz@mt.gov](mailto:cmstutz@mt.gov).

## Summer Writing Intensive Will Focus on Writing in Science

This 3-day Summer Writing Intensive is to provide Montana teachers with a community of learners, writers, and practitioners in writing and science in implementing the new Montana Content Standards for Science, while using writing to connect ourselves, our students, and our communities to the content. Scheduled for June 10-12 at Fairmont Hot Springs, the workshop will provide 20 renewal units at no cost to the participant (except lodging costs).

For more information, contact Christy Mock-Stutz, [cmstutz@mt.gov](mailto:cmstutz@mt.gov). More details coming soon.

## 2018 Montana Aerospace Scholars

The Museum of Flight is accepting applications for its 2018 Montana Aerospace Scholars program. The program is accepting high school sophomores. The deadline to register is Friday, February 16, 2018, with phase one beginning March 6, 2018.

Visit the Museum of Flight's [website](#) for registration information and other details.

For more information, contact Michelle McCarthy, [mmccarthy5@mt.gov](mailto:mmccarthy5@mt.gov).

## Calling all K-12 Math Teachers!

Come join this year's Montana Math Matters Event: Growth Mindset and Productive Struggle. Participants will learn how a growth mindset affects achievement in mathematics; learn instructional strategies to promote student perseverance and productive struggle while increasing students' math skills and knowledge; engage in math activities; and, discuss strategies that can increase all students' enjoyment and learning of mathematics. Leave with a toolbox of resources to build growth mindsets and eliminate the "I can't do this" from your classroom. You also will leave with access to incredible math tasks and learn about scaffolds that build perseverance in your students. Earn six (6) OPI renewal unit, lunch will be provided, and the meeting is FREE. Register at: [goo.gl/NEVX2E](http://goo.gl/NEVX2E)

- Reed Point: Saturday, February 17
- Plains: Saturday, March 3
- Whitehall: Saturday, March 10
- Glendive: Saturday, April 12

For more information, contact Marisa Franklin at [marisa.franklin@mt.gov](mailto:marisa.franklin@mt.gov).

## Educational Opportunity and Equity Division

### Census Data Review

The OPI has received 2016 Census Data from the United States Department of Education (USED). This data will be used to determine state level Title I allocations. Districts are encouraged to review these numbers, and then send any corrections or concerns to the appropriate contact at USED. [Poverty Data from USED](#)

For more information, contact Shawna Pieske at [spieske@mt.gov](mailto:spieske@mt.gov) 406-444-5660.

### 2018 OPI Title I Conference

Registration is now open for the 2018 OPI Title I Conference, which will be held March 27-28, 2018, at the Radisson Colonial Hotel in Helena, MT. This year's keynote speaker is Katie Garner, an internationally known educator, author, and literacy consultant. The cost to attend the conference is \$150. This includes two light breakfasts and two full lunches. [Title I Conference Registration Link](#).

For more information, contact Shawna Pieske at [spieske@mt.gov](mailto:spieske@mt.gov) 406-444-5660.

## New Guidance on Substandard Housing and Identification of Students Experiencing Homelessness

The OPI's Education of Homeless Children and Youth (EHCY) program has developed a new guidance document for schools working with families and students living in substandard housing. The guidance document is located on the "[Laws, Regulations & Guidance](#)" tab of the [EHCY page](#). The [OPI Guidance for Substandard Housing](#) is based on guidance from the Department of Housing and Urban Development (HUD) and has been adapted for Montana communities. Families and students who are identified as homeless based on substandard housing should be marked as "unsheltered" in the student database.

For more information, contact Heather Denny at [hdenny@mt.gov](mailto:hdenny@mt.gov) or 406-444-2036.

## Assessment Division

### ACCESS for ELLs English Language Proficiency Testing Completed

On January 31<sup>st</sup> the ACCESS for ELLs test window closed. This year Montana had 2918 identified English learners. Test results for the ACCESS for ELLs will be delivered to district System Test Coordinators (STCs) in the third week of April.

Contact Yvonne Field at [yfield@mt.gov](mailto:yfield@mt.gov) (406-444-0748) for more information.

### NAEP

#### Did You Know ...

The National Assessment of Educational Progress (NAEP) more commonly known as, the *Nation's Report Card* in addition to subject-area assessments in core subjects also administers survey questionnaires to students, teachers, and school administrators who participate in a NAEP assessment. These survey questionnaires collect additional information which helps put student achievement results into context and allows meaningful comparisons between student groups. Here is a [NAEP Infographic](#) to explain the questionnaires but maybe listening to Connecticut's Department of Education and how they use NAEP data to inform their programs might better showcase the importance of these surveys. In this video, Renée Savoie shares how NAEP data can inform educational improvements and why assessment participation matters. [Click here to watch the YouTube video.](#)

#### Don't Forget...

We anticipate receiving results on how our Montana students performed compared to other jurisdictions sometime in the spring of 2018. To learn more about the transition from paper to tablets, please watch the [Going Digital: NAEP Assessments for the Future](#). Also, if you can't

wait for the release and want to explore past NAEP data and questionnaire results, check out the [Nation's Report Card](#).

Contact Ashley McGrath at [amcgrath@mt.gov](mailto:amcgrath@mt.gov) (406.444.3450) with any release questions.

## SCILLSS

### What's new with SCILLSS?

Recently three of our local education agencies (LEAs) wrapped up participation in the pilot study for the SCILLSS Local Self-evaluation Tool. This resource will help LEAs ensure the rigor of their local assessments using this self-evaluation protocol. In addition to the Local Self-evaluation Tool Pilot Study, the OPI is reviewing the next set of SCILLSS deliverables and wrapping up the Montana Theory of Action Narrative to summarize the feedback from the November 13 – January 15<sup>th</sup> comment period.

### What is parallel planning?

As you may know, the OPI secured a two-year contract extension with Measured Progress to continue administering the general CRT-Science assessment and the CRT-Science alternate assessment until the spring of 2019. This CRT transition plan is very similar to the one that took place for Smarter Balanced with the mathematics and English language arts. With this two-year science contract extension, the OPI has two fiscal years before a new-aligned general science assessment and alternate must be available for operational use. With the spring of 2020 in mind, the OPI is in the initial planning phase to address these transition needs so the OPI can secure the highest-quality science assessment for our students.

On Friday, January 19<sup>th</sup> our state-specific transition details were shared with the Board of Public Education as the Assessment Division's informational item. There are three equally important and competing priorities as we transition from the CRT-Science to a new-aligned science assessment. To overcome these transition competing priorities a parallel planning approach has been set into motion.

### THREE MAIN PARALLEL PLANNING CATEGORIES:

1. **Transition/Communication Plan** – During this time period, the OPI will need to be transparent with the field about our administration plans including any transition activities like piloting, field testing, and going operational. This also includes learning from other states about what they are doing, why they are doing it, and what options exist to us. The OPI will leverage its stakeholder-led Science Partner Task Force work to address the needs from the field for this component.
2. **Comprehensive Rule Approach** – During this time period, the OPI will need to review any rules that may be impacted from a transition or that could be impacted with any change to a new summative science and alternate science assessment. For any identified impacts, the OPI will follow the protocols to remedy these before a new-aligned science assessment goes operational.
3. **Competitive Bid Process** – During this time period, the OPI will need to address the state request for information (RFI) and the request for proposal (RFP) needs. It is a



requirement that all state bids and proposals for goods and services go through the procurement process. Any advertisement for goods or services will be made publically available through the Montana's Acquisition and Contracting System (eMACS).

### **Getting Involved ....**

If you know of someone who is engaged in and invested in building a statewide system of assessments for science, and they work with special student populations and/or geographic areas, please send their contact information to us! We are still accepting nominations for partners to serve on this Science Partner Task Force.

Contact Ashley McGrath at [amcgrath@mt.gov](mailto:amcgrath@mt.gov) (406-444-3450) with any questions about SCILLSS, the Task Force, parallel planning, and/or the Theory of Action Narrative.

## **Health Enhancement and Safety Division**

### **2018 School Health Profiles Underway**

The School Health **Profiles** was mailed to middle and high school principals and health education teachers February 1, 2018. The Profiles is a biennial survey conducted by the OPI and the U.S. Centers for Disease Control and Prevention (CDC). The Profiles includes two questionnaires - a principal's questionnaire with topics related to school health programs and policies; and a health education teacher's questionnaire that is an assessment of health education and professional development across the state. Profiles questionnaires should be returned to OPI in the pre-addressed, postage paid envelope by Wednesday, February 28, 2018.

Results from past years' Profiles are located on the OPI's [Health Enhancement](#) web site.

For more information, contact Susan Court at [scourt@mt.gov](mailto:scourt@mt.gov) or 406-444-3178.

### **National School Breakfast Week March 5-9, 2018**

Celebrate school breakfast with your students and staff this spring. Feature your school food service program in newsletters, on the website, with local media, and on the school Facebook page. Encourage students to participate in school breakfast by making announcements, planning fun and creative menu items, or covering the cost of school breakfast for students all week long. Invite parents or family members to join their child for breakfast or encourage older students to mentor their younger peers.

Visit the [School Nutrition Association website](#) for additional resources and ideas.

For more information, contact [Tara Jones](#) 406-431-2920.

## Webinar Wednesdays

Webinar Wednesdays are free, one-hour webinars that occur each Wednesday from 2:00 to 3:00 p.m. No registration necessary. Join us in February for Administrative Review compliance (MAPS), increasing meal participation, special diets and school wellness policy. See the [School Nutrition Programs Webinar Wednesday Calendar](#) for more details.

To participate in the webinar go to: [Webinar Wednesdays](#)

For more information, contact [Clay Hickman](#) at 406-444-2501.

## March 19-23: Harvest of the Month Cook-off

The Montana Harvest of the Month Cook-off (“Cook-off”) is a weeklong statewide event to celebrate Montana Harvest of the Month, National Nutrition Month, and National Ag Day! To participate schools will serve chili and cinnamon rolls as a school meal anytime during the Cook-off week, March 19-23, using at least one Montana grown or raised Montana Harvest of the Month food. Schools can be entered to win \$100 for their school by providing information about their event, recipe, and photo of the item. The Montana Harvest of the Month program showcases Montana grown foods in Montana schools and communities.

For more information, go to: [Harvest of the Month](#) or contact [Aubree Roth](#) 406-994-5996.

## MT Harvest of the Month Taste Test Competition

Ready, set, taste test! The Montana Harvest of the Month Taste Test Competition is now open! Students can research, prepare, and serve taste tests until April 30, 2018 and submit an entry each month to win \$100 for their school or student club. The Montana Harvest of the Month program showcases Montana grown foods in Montana schools and communities.

For more information, go to: [Harvest of the Month](#) or contact [Aubree Roth](#) 406-994-5996.

## Seeking Presenters for Montana Farm to School Summit 2018

Montana Team Nutrition and conference partners are seeking presenters for the **Montana Farm to School Summit: Cultivating Connections** to be held on September 13-14, 2018 at University of Montana in Missoula. Proposals are open for workshop (50 minute) and Montana Food Talks (5-minute) sessions. Presentation tracks include Procurement (for foodservice & producers), K-12 Education, Early Care & Education, Skill Building (e.g., social media strategies, fundraising). Proposals must be submitted online by March 31, 2018.

For more information go to: [MT Farm to School](#) or contact [Aubree Roth](#) 406- 994-5996.

## Montana School Nutrition Association Conference

Save the Date! The Montana School Nutrition Association Conference will be held June 26-28, 2018 in Great Falls, MT at the Best Western Plus Heritage hotel for school food service employees from around the state. Members of MTSNA receive a discount on conference fees. Encourage your employees to become a member [here](#). Conference scholarships are available for member attendees [here](#). Scholarship applications are due May 1.

Online registration coming soon at [Montana School Nutrition Association](#).

For more information, contact [Tara Jones](#) 406-431-2920.

## Recognize Your School Food Service Staff

The Montana School Nutrition Association provides an opportunity to recognize the outstanding work of school food service staff at your school district. Awards include [1\) Professional of the Year](#) [2\) Wonderful Outstanding Worker Award](#) [3\) Silver Spoon Award](#). Click on the nomination form, complete it and submit by May 1 to Brian Jones at [bjones@stlabre.org](mailto:bjones@stlabre.org)

For more information visit or contact Tara Jones, [tray@mt.gov](mailto:tray@mt.gov), 406-431-2920.

## Montana Guide to Evidence Based Substance Abuse Prevention Programs

Montana's Chemical Dependency Services and [Prevention Resources](#) Bureau has created a list of programs that are designed for [schools](#) with an evidence level ranging from weak (researched) to strong (effective). If your district or schools are looking at effective programs for substance abuse prevention this is a great resource.

For more information go to OPI's Alcohol and Drug Prevention [Website](#) or contact Holly Mook at [hmook@mt.gov](mailto:hmook@mt.gov) or 406-444-0773.

## Bully Free Montana

The OPI's Bullying Prevention [Website](#) is looking for school [spotlights](#) to "show off" the great work your schools are doing to make your schools bully free. If you have a picture and story about your efforts, we would love to spotlight it on our website.

For more information, contact Holly Mook at [hmook2@mt.gov](mailto:hmook2@mt.gov) or 406-444-0773.

## Montana Traffic Education Conference – April 22-24, 2018

The 2018 Montana Traffic Education Conference will be April 22-24 at the GranTree Inn in Bozeman. This conference is co-hosted by the Office of Public Instruction and the Montana Traffic Education Association. Up to 16 OPI renewal units are available. Registration will begin in March. Visit the [MTEA website](#) for details.

For more information, contact Fran Penner-Ray, [fpenner-ray@mt.gov](mailto:fpenner-ray@mt.gov), 406-444-4396.

## Need to renew your approval to teach Traffic Education? New online TE05 form!

Traffic education instructors with an endorsement and those working toward their endorsement must submit a TE05 form to the OPI to renew approval to teach traffic education. This approval usually expires the same year your educator license expires. The TE05 form is due before September 30. You may also submit it as soon as your educator license is renewed. [Use the new online submission form!](#)

For assistance, contact Patti Borneman, [pborneman@mt.gov](mailto:pborneman@mt.gov), 406-444-4432.

## Register now for a Montana DRIVE Summer Workshop!

Take a Montana DRIVE advanced driving workshop and become a safer driver. This behind-the-wheel workshop is popular with school bus drivers for required training hours. Teachers can take the workshop for one college credit if they stay an extra day to student teach and write a paper. Registration costs less than a crunched bumper and, in many cases, successful completion of this workshop can lower auto insurance rates.

Operated by the Office of Public Instruction and on track in Lewistown since 1979, these one-day workshops help drivers learn and practice techniques for managing and avoiding risky driving situations. Adult workshops cost \$330. Save \$10 if registered by March 5.

Visit the [Montana DRIVE web page](#) to view the calendar and learn more. The one-day workshops start June 4 and end August 9 (no workshops the week of July 2-6). The teen workshops are July 23, 24 and 25 and registration for the teen workshops begins in March. Sign up for the [Montana DRIVE E-News](#) for registration reminders and periodic updates throughout the workshop season.

For assistance, contact Patti Borneman, [pborneman@mt.gov](mailto:pborneman@mt.gov), 406-444-4432.

## Learn more about AEDs and First Aid in Schools

Is your school prepared in the event of a cardiac emergency? A new Montana law (MCA 20-7-1315) encourages Montana school districts to provide a program of study in first aid and cardiopulmonary resuscitation (CPR), install automated external defibrillators (AED), and train staff in the use of this life-saving equipment. The law also directs the Office of Public Instruction to help school districts find appropriate resources for cardiac readiness, CPR educational materials, AED purchase, grant funds, and staff training in AED use and CPR.

Visit the new [AED and First Aid in Schools webpage](#) for these resources and other links related to AEDs and first aid.

For more information, contact Karin Billings, Division Administrator, [kbillings@mt.gov](mailto:kbillings@mt.gov), 406-444-0829 or Janet Trethewey, Ed.D., Cardiac Ready Communities Program Manager, [JTrethewey@mt.gov](mailto:JTrethewey@mt.gov), 406-444-0442.

## Measurement & Accountability

### AIM Announcements February 2018

#### **SPRING ATTENDANCE COLLECTION – deadline February 9, 2018**

Follow the [Spring Aggregate Hours Collection Guide](#) to enter aggregate hours for all students enrolled on 2/5/18.

Follow the [AIM & MAEFAIRS Verification Guide](#) to verify student enrollment and aggregate hours in AIM. This guide also has instructions for submitting the data to MAEFAIRS.

#### **AIM Links:**

- [AIM Collection Schedule](#)
- [AIM New User Guide](#)
- [AIM Staff Directory](#)
- [AIM District Contact Update Form](#)

For more information, contact Candi Standall at [cstandall@mt.gov](mailto:cstandall@mt.gov) or 406-444-3495.

## Accreditation and Educator Preparation

### Corrective Plans

If a school is in Advice or Deficiency accreditation status for 2017-2018, a corrective plan will be due by June 1, 2018. The website address will be on the final school accreditation reports that are mailed in April.

For more information, contact Patty Muir, 406-444-4317, or [Nathan Miller](#), 406-444-2410.

## Application Due Date for Variances to Standards: March 5, 2018

The Board of Public Education rule, “Variances to Standards” (ARM 10.55.604), allows accredited schools to implement a variance to standards designed to meet or exceed results under established standards. Implementation of the variances to standards will be in September 2017. Districts interested in seeking a variance to a standard must submit a [Variance to Standards Application Materials](#) by March 5, 2018.

The variance to standards rule requires local boards of trustees to produce evidence of local public participation and evidence that the board officially approved the variance to standards application before submission to the Variances to Standards Review Board.

For more information, contact [Patty Muir](#), 406-444-4317, or [Linda Vrooman Peterson](#), 406-444-5726.

## 2018 Montana Advanced Placement® Summer Institute, June 25-28, in Missoula

It is time to make plans for teachers to attend the 2018 Montana AP® Summer Institute to be held at Sentinel High School in Missoula. All workshops are fully endorsed by the College Board. Five subject areas will be offered.

- AP® Calculus AB
- AP® Chemistry
- AP® English Literature and Composition
- AP® Spanish Language and Culture
- AP® United States Government and Politics.

### Important Details:

- [Registration is now open](#). Cost is \$500 for the 30-hour, four-day workshop.
- [AP® Fellows and AP® Rural Fellows Program](#) application **deadline is February 15, 2018**. Provides up to \$1,500 to support summer institute attendance by a teacher who:
  - Plans to teach an AP® course in 2018-19.
  - Teaches in a school at which the student population is at least 50 percent underrepresented minority and/or at least 50 percent qualifying for free or reduced-price lunch or teach in a school that is classified as rural by the [National Center for Education Statistics](#) with at least 50 percent qualifying for free or reduced-price lunch.
  - Has not received a College Board scholarship in the last three years.This is a great way to get a new AP® course started at your school with a minimal investment.
- [Start a new AP® course](#) at your school by following this simple plan provided by the College Board.
- Access data on students at your school who are likely to be successful in an AP® course from the [College Board’s AP® Potential site](#).

- AP® United States Government and Politics has been completely redesigned. All teachers of this course need to rewrite their syllabi and prepare students for a very different exam. Participation in this summer institute will provide strategies, examples, and scoring practice for this new course.

AP®, Advanced Placement, and Advanced Placement Program are registered trademarks of the College Board. Used with permission.

For more information, contact [Julia Cruse](mailto:jcruse@opi.mt.gov), 406-444-0769.

## Career Technical and Adult Education

### CTE Spring Data Collection BEGINS March 1

The Career and Technical Education (CTE) Spring Data Collection begins March 1, 2018 and ends April 30, 2018. This AIM collection asks schools to identify all 12th grade high school students who were enrolled at any point during the current 2017-2018 school year who meet the definition of a CTE Concentrator. CTE Concentrators are 12th graders who have earned three (3) or more credits in any CTE program in any combination during their years of high school. Currently enrolled CTE courses count toward credits earned. CTE Concentrators must have the 'CTE Concentrator' box checked and an 'Area of Concentration' entered into the AIM/Infinite Campus data system. If the student has a child or shares the parenting of a child, the 'Single Parent' box should also be marked. High schools who receive funding from the Carl D. Perkins federal grant program must complete this CTE Spring Data Collection.

Instructions for completing the CTE Spring Data Collection can be found on the AIM webpage located at this [link](#). You can also find the AIM Collection Schedule here: [AIM Collection Schedule](#)

Questions regarding this data collection should be directed to the AIM Helpdesk at 1-877-424-6681 or send an email to: [opiainhelp@mt.gov](mailto:opiainhelp@mt.gov).

Questions regarding CTE programs and/or the Carl D. Perkins federal grant program should be directed to [Christy Hendricks](#).

### CTE Report Cards NOW AVAILABLE

The Career and Technical Education Department has been working on new ways to keep Montana's schools updated and one of the latest ways we are doing so is by creating Report Cards for our Montana schools.

This Report Cards tab allows schools to view their individual 'Report Card' for one year or for three years as well as 'Report Cards' by Class Size and CIP, Classification of Instructional

Programs. Schools can also view the Montana State Report Card. The Report Cards are created from data collected from AIM.

The direct link to the Report Cards can be found under the Report Cards button on the Career and Technical Education page, which is located here: [CTE Report Cards](#)

The Perkins Core Indicators as well as explanations and Threshold Targets for each indicator are available. The state goals for each core indicator are determined by the United States Department of Education.

Schools receiving Carl D. Perkins funding, are required to meet at least 90 percent of the state adjusted level of performance for any of the core indicators of performance. **Proficiency levels for ACT scores were not established for SY 2016-2017 and therefore are not included on the report cards this year.**

If you have any questions about the report cards, please contact [Christy Hendricks](#), CTE/Perkins Data Control Specialist, at 406-444-9019.

## School Finance Division

### Upcoming Election Deadlines

**Tuesday, February 27<sup>th</sup>**, at least 70 days before: Trustees call for an election. The resolution must contain the date of the election, the purpose of the election, whether the election will be by mail or poll, the voting locations and boundaries, and the time the polls will open (if before noon).

**Friday, March 2<sup>nd</sup>**, at least 67 days before (within 3 days of passage of the election resolution): File resolutions with the county election administrator.

**Friday, March 9<sup>th</sup>**, at least 60 days before: Send mail ballot plan/timetable/sample instructions to the Secretary of State for approval. Districts must have one plan for each election (EL trustees/HS trustees/EL levy/HS levy).

**Monday, March 12<sup>th</sup>**, 4 weeks preceding the close of regular registration: Notice of close of regular registration. This notice is no longer the responsibility of the local school district. Contact the county election administrator to ensure publication of this notice.

**Thursday, December 14<sup>th</sup> through Thursday, March 29<sup>th</sup>**, no earlier than 145 days, or later than 40 days before: Trustee candidates file for election. Verify signature and voter registration with the county election administrator.

For information on school elections, contact Nicole Thuotte, [nthuotte@mt.gov](mailto:nthuotte@mt.gov), 406-444-4524.



## First Semester Transportation Claims Due

By February 15, 2018, school districts must electronically submit first semester transportation claim forms, TR-6 Bus Route Reimbursement, and TR-5 Individual Contract Reimbursements to OPI's Pupil Transportation Program. In addition, a hard copy of each claim must be signed by the board chair and submitted to the county superintendent. A copy of the signed claim form must be maintained at the district.

By February 22, 2018, county superintendents must electronically approve first semester transportation claim forms, TR-6 Bus Route Reimbursement, and TR-5 Individual Contract Reimbursements to OPI's Pupil Transportation Program. A signed copy of claim forms must be signed and submitted by districts before approving claims.

For more information, contact [Donell Rosenthal](#), 406-444-3024.

## Evolving Bus Standards

- The provisions in the Montana Bus Standards that had required the use of Crossing Control Arms mounted on the front bumper of the bus were changed by the Board of Public Education. The crossing arms are now considered OPTIONAL equipment.
- Provisions to create the new “type E” bus as defined in [20-10-101, MCA](#) are in draft form and will go through the process of adoption by the Board of Public Education over the next several months. They can be accessed [here](#), and if you have any comments about these proposed standards, please submit them to [Donell Rosenthal](#).

For more information, contact [Deputy Superintendent Tim Tharp](#) at 406-444-7325.

## Legal Division

### 2017 School Laws Book Available Online

All hard copies of the 2017 School Laws of Montana have been distributed, but there is an [online version](#) available for download on the [OPI's Legal Resources page](#).

If you have any questions, please contact the Legal Division: [Bev Marlow, Paralegal](#)  
[Nicole Hanni](#), Paralegal Assistant

## Special Education Division

### Region I CSPD

February 6/7 Check and Connect supporting OPI

February 20 TIPS training with Sheila Lovato in Wolf Point

### Region II CSPD

Vocabulary: The Educational Gift that Keeps Giving (3<sup>rd</sup>-HS)

February 15, 2018

For more information contact [cspd@blueponyk12.com](mailto:cspd@blueponyk12.com) or call 406-395-8550

### Region III CSPD

Region III CSPD Upcoming Events in Billings

- 2.7.18: Wired Wednesdays: Gmail and Calendar
- 2.21.18: Wired Wednesdays: Write a Grant
- 3.7.18: Wired Wednesdays: Google A-Z Fasten Your Seatbelts
- 3.14.18: Rising to Dyslexia Challenges....
- 3.21.18: Wired Wednesdays: Apps for iPads

#### [Online registration](#)

For more information, contact Debra Miller, [dmiller@msubillings.edu](mailto:dmiller@msubillings.edu), 406-657-2072

### Region IV CSPD

Para-educator Conference – Brain Based Learning Strategies for All Students

February 19, 2018: 9:00 a.m. - 3:30 p.m.

Radisson Colonial Inn

2301 Colonial Dr.

Helena, MT

This workshop will be valuable for para-educators, teachers and administrators, who are interested in learning *next day* implementation of strategies that will improve teaching effectiveness.

This workshop will focus on brain research based strategies and methodologies for increased success in the classroom.

The presenter will give you “moves”, backed by decades of research, which will help your students effectively encode vital learning into long-term memory faster and with greater success by utilizing breakthrough cognitive science research.

These strategies will also help with student motivation and classroom management, and are energizing for the educator, leading to a shift in the way we view education.

Register for Course # 9999 at Montana Professional Development Portal - [pd4montana.hrmpius.net](http://pd4montana.hrmpius.net)

If you need further information, contact Denielle at [dmiller@bridgeband.com](mailto:dmiller@bridgeband.com) or Lora at [griffsmeadow@gmail.com](mailto:griffsmeadow@gmail.com)

## Region V CSPD

### ADOS 2 Refresher Training

Lauren Swineford - PHD CCC SLP; February 15, 2018; Hampton Inn Kalispell

This is a one-day review of ADOS 2 training complete with scoring practice and practical question review and discussion. Attendees are required to bring their ADOS manuals for reference in scoring practice. Participants are encouraged to submit questions to Dr. Swineford in advance for discussion.

For information and registration: [Western Montana CSPD](#) or call 406-847-2236

### Para Supervision Training with Barb Stimson

February 22 – Wingate, Missoula

This course provides the professional educator with core knowledge and skills to work effectively in teams composed both of professionals and para-educators. Specifically, participants will refine their knowledge of the characteristics of para-educators in education, the distinction between professional and para-educator roles and responsibilities, liability and ethical issues. This session is a continuation of Session I in August of 2017...but participants need not have gone to session I to benefit from this training. Sessions will be continued at the Summer Institute in June.

For information and registration: [Western Montana CSPD](#) or call 406-847-2236.

### Data Training Session II

Prerequisite DATA Training I (fall 2017)

Rob & Reva Reynolds (and friends)

February 23 - Red Lion, Polson or March 9 - Hampton Inn, Kalispell

This is a continuation of the fall training sessions

Participants are required to bring laptops and the work they began in the fall. The last session of this training will be at the Summer Institute in Polson.

We will begin a NEW round of training sessions during the Summer Institute.

For information and registration: [Western Montana CSPD](#) or call 406-847-2236.

Effective Differentiation within Core Reading Programs with Carrie Cole  
Differentiation within “HM Journeys”; March 13; Red Lion, Polson  
Differentiation within “McGraw Hill- Reading Wonders” March 14, Kalispell

Meeting the diverse needs of all students can seem daunting or even impossible at times. The training will focus on how to effectively (and sanely) implement, organize and manage differentiated instruction within a core reading program—including targeted interventions—to meet individual student needs. Using assessment to effectively diagnose the needs of students will also be addressed. The training will be interactive, allowing participants time to practice, plan, reflect, and make connections to their current differentiation practices.

For information and registration: [Western Montana CSPD](#) or call 406-847-2236.

SAVE the DATE: WMCSPD Summer Institute  
June 12, 13 & 14, 2018: Red Lion & Kwataqnuq in Polson MT

Classroom Management ER – Dr. Linda Karges- Bone  
MTSS - Wayne Callender  
Reading & Writing - Carrie Cole  
DATA Collection & Management & Distribution - Rob Reynolds  
ASD Diagnostics & Intervention - Dr. Lauren Swineford  
Para Supervision Training - Barb Stimson.  
MATH- Rhonda Birnie  
Special Ed for Administrators – Linda Maas & Megan Morris

Registration opens in March ...

For information and registration: [Western Montana CSPD](#) or call 406-847-2236.

# Information Technology

## Web Accessibility Support

Montana's educational community has recently been impacted by inaccessible website complaints from the Office for Civil Rights (OCR). The OPI received a similar complaint in May 2016 and we have been working ever since to make our website accessible to as many people as possible.

We recognize that many Montana schools are unsure how to address these types of complaints and have recently published the [OPI Web Accessibility](#) page as guidance. This webpage is designed to offer general guidance in answering similar web accessibility complaints or redesigning a website to be more accessible – it is not intended as legal advice. It references resources and information gathered from individuals with disabilities, the University of Montana and other leading organizations in accessibility technology. It also shares resources developed by the OPI. Please check out the resources and feel free to reach out if you have more specific questions.

For more information, contact [tsteinke@mt.gov](mailto:tsteinke@mt.gov) 406-444-4607.