OPI Monthly Summary: October 2018

Office of the Superintendent
Updates in Montana Education

School Safety

- Montana's application for a federal STOP School Violence and Prevention Act grant through the U.S. Department of Justice was successful. It is a 3-year, $500,000 grant with a 25% state match. The grant focuses on professional development for creating positive school climates and preventing school violence. The OPI will hire one federal FTE to assist in the creation of Teacher Learning Hub courses, to provide in-person professional development at education conferences, and to implement "Second Step" social-emotional learning programs in schools. The University of Montana Safe Schools Center is written into the grant as a partner.

- Montana DID NOT receive the *Grants to States for School Emergency Management Programs* from the Department of Education for assisting in school emergency management planning.

- Legislative School Safety Summit: The OPI will host a school safety summit on January 7th in the Capitol to showcase for legislators safety initiatives taking place in schools.

OPI Calendar
The OPI is in the process of posting our external events on the state's public calendar.

OPI Email Subscriptions
To subscribe to various OPI email listserves, click this link: http://opi.mt.gov/Educators/OPI-Communication

Superintendent's October Events
- Construction Week events and NW MASS meeting in the Flathead
- Youth Entrepreneurs meeting in Billings
- Meeting with Helena Superintendent and Helena Mayor
- Meetings with the Governor's office
- National School Lunch Week celebration with Warren Elementary in Helena
- Speech to the Association of Career and Technical Educators in Billings
- Presentations to the Montana Conference of Education Leadership
- Visiting an after school program at Bryant Elementary in Helena
- Recurring State Library Board, Land Board, Education Advocates, and MIC 3 meetings

Follow the Office of Public Instruction on social media:
For more information, contact dylan.klapmeier@mt.gov or 406-444-3559

WHOLE CHILD APPROACH
HOPE
MONTANA OFFICE OF PUBLIC INSTRUCTION

- **Family, student, and community engagement**
- **Safety, mental health, and suicide prevention**

TEACHER & EDUCATIONAL LEADERS
TEACH
MONTANA OFFICE OF PUBLIC INSTRUCTION

- **Celebrating teacher excellence and extending leadership opportunities**
- **Teacher retention and recruitment**

ACADEMIC ACHIEVEMENT
LEARN
MONTANA OFFICE OF PUBLIC INSTRUCTION

- **Closing achievement gaps**
- **Improving math and reading with a focus on middle school**

COMMUNITY, COLLEGE & CAREER
READY
MONTANA OFFICE OF PUBLIC INSTRUCTION

- **Expanding industry, military, and post-secondary partnerships**
- **STEM, CTE, and workforce development emphasis beginning in middle school**

Federal/ESSA Update

ESSA Report Card

The OPI is seeking feedback on the DRAFT elementary and high school federal report card prototypes under ESSA. The DRAFT elementary report card can be viewed at this link and the DRAFT high school report card at this link. Feedback can be emailed to ESSAInput@mt.gov. Some guiding questions are below. As you look at the report card, think of it through the lens of various audiences (parents, teachers, community members, administrators, etc.) and various purposes (transparency, school improvement, storytelling, etc.)

- **What other information would you like to see displayed on the report card?**
- **Are the report card tables and graphs easily understandable?**
- **How can the report card better guide and reflect student growth?**

The school report cards will be released displaying 2016-2017 school year data and current ESSA designations by December 31st, 2018, with the report cards displaying 2017-2018 school year data and the new ESSA designations being released in March of 2019. Then, each February/March the report cards will be released notifying schools, families and communities of the school's performance and ESSA designation. The schools will have the opportunity to review the report card before the public release. Schools will be given a template to design a cover letter highlighting data they are proud of, an area the school will be working on with a call to action to the community, and a local data point that they want to share that is not included in the ESSA report card.

Federal Education Funding

President Trump signed into law a funding bill that provides Fiscal Year 2019 federal funding for the Department of Education, and that keeps the rest of the federal government open through December 7, 2018. This appropriations bill provides the DoE with nearly $71.5 billion in FY19, a $581 million increase over current year spending. Most key education programs received funding increases. Montana's allocations will be known in the spring.

- Title I is increased by $100 million
- Impact Aid is increased by $100 million
- 21st Century Community Learning Centers receive a bump of $10 million
- Title IV-Part A funding for Student Support and Academic Enrichment Grants receives an additional $70 million
- Charter school grants are increased by $40 million
- IDEA grants to states received an $87 million increase
- Career and Technical Education is increased by $70 million
- This bill also provides a $200 million increase for Head Start and Early Head Start and a $50 million increase for the Child Care Development Block Grant Program under the U.S. Department of Health and Human Services
- The U.S. Department of Labor receives $15 million more for apprenticeship grants

Accreditation and Educator Preparation

Licensed Educators and Professional Staff

Reminder: December 1, 2018, is the date that all licensed educators and professional staff must have registered his or her license with the OPI. If not registered by this date, educators are considered not licensed for accreditation purposes. For more information, contact Patty Muir, 406-444-4317.

Application Due Date for Variances to Standards- March 4, 2019

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. Districts interested in seeking a variance to a standard, which will be implemented in September 2019, must submit a Variance to Standards Application by March 4, 2019.

The variance to standards rule requires local boards of trustees to produce evidence of local public participation and evidence that the trustees 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.

Internships

November 15, 2018 is the date that post-secondary institutions must register internships with the OPI. If the internship is not registered, the new endorsement area will not be reflected on the educator's license, and this could result in an accreditation deviation. For more information, contact Patty Muir, 406-444-4317.

2019 Advanced Placement Summer Institute

The OPI and its partner organizations, Montana Regional Education Service Area 3 and Western Montana Professional Learning Collaborative, have begun planning the 2019 AP® Summer Institute to be held June 24 to 27 in Billings on the Montana State University campus. Five workshops over four days are led by College Board-endorsed consultants that provide some of the best professional development available for AP® teachers and facilitators. The workshops are consistently rated highly by Montana participants. High schools interested in starting a new AP® course can follow a set of well-outlined steps provided on the College Board's website.

College Board Scholarship Applications for teachers participating in Montana's AP® Summer Institute will be available soon. For more information, contact Linda Vrooman Peterson, 406-444-5726.

Rigorous Core Updates

It is time to look at your school's college prep/rigorous core pages in GEMS and contact the OPI for instructions on how to update the information. Updates are needed whenever your high school course list changes. For more information, contact Gigi Bottenfield, 406-444-3114.

Survey: Economic Impact of Emergency Response Rulemaking

The purpose of this survey is to determine the perceived economic impact to district budgets that may be realized through the proposed rule amendment and new rule of the Administrative Rules of Montana (ARM) 10.55 Standards of Accreditation. School district administrators, county superintendents, school board trustees, school clerks/business officials, PK-12 teachers, and special education service providers are asked to complete the *Economic Impact Survey Questionnaire*. Community partners, tribal officials, law enforcement, and disaster and emergency personnel are encouraged to respond as appropriate to districts. The survey can be found on the OPI's website.

Career, Technical, and Adult Education

Fall 2018 CTE Data Collections Begin

The Fall 2018 CTE Data Collection begins on October 1 and ends December 31, 2018. The Fall CTE Data Collection is a follow up to last year's Spring CTE Data Collection. Students identified as CTE Concentrators last year (2017-2018) and graduated in the spring of 2018 should be contacted between October 1 and December 31 and asked their current post-graduation status. After contact, the appropriate post-graduation status code must be entered into the AIM/Infinite Campus data system for each CTE Concentrator. All high schools that received funding from the Carl D. Perkins federal grant program in 2017-2018 are required to complete this fall follow up collection to maintain their eligibility to receive Perkins funding**. Instructions for completing the Fall CTE Data Collection are on OPI's CTE website**.

PLEASE NOTE: **Be sure to verify the list of CTE Concentrators** from what your district submitted last spring. Any additions, corrections, or changes to the list of CTE Concentrators must be made no later than **November 15, 2018**, to be accurately reflected in federal reporting and used to compute Perkins Performance Indicators for your school.

Technical AIM questions regarding the Fall CTE Data Collection should be directed to the AIM Helpdesk at 1-877-424-6881 (toll-free) or email opiaimhelp@mt.gov. Questions regarding the Carl D. Perkins federal grant program data requirements should be directed to Christy Hendricks, CTE/Perkins Data Control Specialist at 406-444-9019 or email chendricks@mt.gov.

Arizona CTE Curriculum Consortium Meeting-Montana

The Arizona CTE Curriculum Consortium is committed to tying all facets of learning together. Blueprint and Supplemental Materials are designed to guide both instruction and assessment. Materials are intended to show the relationship between the program standards, instructional time, and student success on Arizona's Technical Skills Assessment. Linking all of this with sample assessment questions will enable teachers to successfully teach their students. The Arizona CTE Curriculum Consortium is developed by teachers for teachers, is aligned with

Arizona State Technical Standards and certifications where possible, is in Word which allows teachers to edit and make lessons their own, is not tied to a text book decreasing cost to the school districts, is fully embedded with active participation strategies, strong introductions, clear and appropriate objective(s), a variety of ways to meet the objective(s), and closures. **For information on the Arizona CTE Curriculum Consortium and a tour of the wiki joins us:**

Thu, Nov 15, 2018 **3:00 PM - 4:00 PM Arizona Time**
https://global.gotomeeting.com/join/585742037
United States: +1 (571) 317-3122
Access Code: 585-742-037

For more information on the Arizona CTE Curriculum Consortium click on the following link:
http://www.ctecaz.org/curriculum/

Content Standards and Instruction

Input Needed for Content Standards Revision

The research and review phase for Social Studies, Technology, Library Media, Career and Technical Education/Workplace Competencies, and Computer Science standards has begun and will continue through April 2019.

Please follow the links below to review information on each of these content areas and then respond to the surveys you are interested in or have expertise with. Please share this information with teachers, trustees, parents, or any stakeholder who can provide thoughtful feedback.

- Computer Science
- Career and Vocational Technical Education and Workplace Competencies
- Technology and Library Media/Information Literacy
- Social Studies

After reviewing the resources, each survey will take about 10-15 minutes of your time to complete. Thank you in advance for providing feedback that ensures that Montana's content standards reflect your priorities and best thinking in these content areas.

For questions or more information, contact Colet Bartow, Director of Content Standards and Instruction, cbartow@mt.gov.

Hour of Code

Join Superintendent Arntzen and over 100 million students for an Hour of Code! Computers are everywhere, changing every industry on the planet. But fewer than half of all US schools teach computer science. Good news is, we're on our way to change this and more than half of

Montana's middle and high schools do offer a computer science course! If you've heard about the Hour of Code before, you might know it made history. More than 100 million students have tried an Hour of Code.

This year, let's make it even bigger in Montana. I'm asking you to join a statewide Montana Hour of Code on December 3, 2018. All K-12 schools can choose activities that fit your interests and grade levels. If you are already registered and planning an event, get the word out. If you haven't, please try the Hour of Code yourself—everyone can benefit from learning the basics. Please follow our announcements on social media. We'll be using the hashtags #HourOfCode! and #MTHourOfCode.

Register your December 3rd event and get started at http://hourofcode.com/us

For questions or more information, contact Colet Bartow, cbartow@mt.gov.

Educational Opportunity and Equity

Important E-Grant Due Date

October 31-Districts must have a submitted and approved E-grant Application by this date. For more information, contact Jack O'Connor at joconnor2@mt.gov or 406-444-3083.

2018-2019 Comparability Reports

The Comparability Reports for SY 2018-19 are due November 9, 2019. Only districts with over 1000 students and multiple schools at a grade span are required to fill out the forms. All eligible districts will be notified by the OPI. The forms are available at this link, and only one form must be filled out and submitted.

Contact Jack O'Connor at joconnor2@mt.gov or 406-444-3083 for assistance.

School Finance

Reporting American Indian Students

Students identified as American Indian in the AIM system at the time the data is imported into the MAEFAIRS fall count will generate funding for the Student Achievement Gap (SAG) payment in the ensuing year.

School district business managers/clerks should verify that the Students Imported From AIM In SAG Report located in the MAEFAIRS application accurately reports the number of American Indian students enrolled in the district. If the report is not correct, please contact Nica Merala at 406-444-4401 or nmerala@mt.gov to make the necessary changes.

Changes to the FY 2018 Trustees Financial Summary

If you find a material coding error on your FY 2018 Trustees Financial Summary (TFS), you may submit a revision to Keri Ludwig in the School Finance Division. As provided in 10.10.504(6), Administrative Rules of Montana, material revision to the FY 2018 Trustees Financial Summary submitted by December 10 shall be accepted, limited to the following types of adjustments:

• Coding revisions between revenue and expenditure line items provided no change occurs in the fund balance of the budgeted funds. • Revisions in the balance sheet accounts provided no change occurs in the fund balance of the budgeted funds. Revisions should be submitted to Keri Ludwig by following these procedures:

1. Photocopy the original page of the Trustees Financial summary 2. Strike out amounts to be revised, including subtotals and totals 3. Hand write in the revised amount above or beside it, including subtotals and totals 4. Sign and Date pages to be revised 5. Scan and send as an email to Keri Ludwig, (406) 444-0783 (preferred method) to Fax to Keri Ludwig at 406-444-0509

When sending balance sheet account revisions, please also send any expenditure and revenue line item changes that correlate with such changes. The fund balance on the balance sheet should equal the ending fund balance shown on the statement of revenues, expenditures and changes in fund balance report after the revisions are made.

Changes that affect fund balance in a budgeted fund or immaterial line item coding changes must be reported as prior period adjustments in the trustees' financial summary for the current year, FY 2019. The district may need to adopt a budget amendment in the current year to record the prior period adjustment within the budget of a fund.

Revisions must be received by the OPI by December 10, 2018. For more information, contact Keri Ludwig, 406-444-0783.

Salary and Compensation Expenditure Reporting

MAEFAIRS is currently available for the salary and compensation expenditure reporting. The Salary and Compensation Expenditure Report requires that all employees who received a paycheck during 2017-18 fiscal year be entered in the district's 2017-18 TOE data. For many districts, the 2017-18 TOE did not include employees hired after the TEAMS application was closed. The missing employees can be entered in the compensation expenditure TOE screen in TEAMS. The Compensation Expenditure Report is due **December 10th, 2018**.

For TEAMS/TOE information, contact Patty Muir, (406) 444-4317
For MAEFAIRS information, contact Keri Ludwig, (406) 444-0783

State Paid Tuition

Just a reminder that all state paid tuition (FP-14) and day treatment reimbursement (FP-15) claims for the 2017-18 school year must be received by December 31, 2018. For more information, contact Nicole Thuotte at nthuotte@mt.gov 406-444-4524

District Classification

County Superintendents should verify/enter district classification data for all districts in their county in the County application. District classification data is used to determine which districts are required to report campaign finance activities to the Commissioner of Political Practices. Instructions for completing the district classification report are found on the OPI Elections Webpage.

Districts should verify their board composition with their county superintendent to assist with this collection. A report will be published to the OPI Elections Webpage prior to the opening of trustee candidate filing for the May 2019 elections. For more information, contact Nicole Thuotte at nthuotte@mt.gov 406-444-4524

Health Enhancement and Safety

21st CCLC Grant Guidance for 2019 Available

The grant guidance and training video for the spring 2019 competition for 21st Century Community Learning Center funding is now posted on the OPI website at http://opi.mt.gov/Leadership/Academic-Success/After-School-Programs. If you are interested in competing in the next round of funding, this training video and grant guidance document includes important information regarding that completion.

For more information, contact Mary Ellen Earnhardt at mearnhardt@mt.gov or Tracy Moseman at tmoseman@mt.gov 406-444-3000

School Nutrition Programs

OPI School Nutrition Programs equipment grants applications are due November 12. Verification Reports need to be submitted MAPS-2018-19 Applications/Claims by November 20.

DOJ/OPI Missing Children Poster Contest

The Montana Department of Justice (DOJ) and the OPI are working together to give Montana students the opportunity to participate in state and national poster contests which focus on the theme of "Bringing Our Missing Children Home." More details can be found on DOJ's website.

Indian Education

Big Sky Film Institute Incorporates American Indian History Through Film

Big Sky Film Institute's NFI FILM CLUB, incorporates Native American and Indigenous history and curriculum through film! NFI Film Club is an educational outreach program of BSFI's Native Filmmaker Initiative, designed to bring more Indigenous stories and Native filmmakers to the festival and classrooms across Montana! BSFI will provide free access for teachers to an Indigenous documentary film, then join classrooms together for a special video conference with the filmmaker and subjects for a Q&A and discussion. Supported in part by the Academy of Motion Picture Arts and Sciences and produced in partnership with Inspired Classroom and the Office of Public Instruction's Indian Education for All initiative. The next film discussion will be held on **TUESDAY, NOVEMBER 13th** at 1:15pm. The film is **MANKILLER**, a documentary film that explores the life of Wilma Mankiller, the first woman Principal Chief of the Cherokee Nation

Learn more and sign up by contacting Inspired Classroom's Alli DePuy at Alli@inspiredclassroom.com, or by emailing Big Sky Film Institute's Julia Sherman at youth@bigskyfilmfest.org.

Information Technology

Important Security Changes to OPI Systems Coming

The OPI is making security changes to all systems you use to report and manage information submitted to the OPI. This change is happening so we can strengthen how we protect and secure the data you provide us.

Here's what you can expect as a result of these security changes:
1. Passwords will need to meet these criteria:
    a. At least 12 characters long
    b. Contain 3 out if the 4 of these: an upper-case letter, a lower-case letter, a number, and a special character (~!@#$()%^&*) or a space

2. Systems you access will now also include language on the login page that notifies you of the following:

   "This system is the property of the Office of Public Instruction. Unauthorized use is a violation of Montana Code Annotated § 45-6-311. Any and all uses of this system and all files on this system may be intercepted, monitored, recorded, copied, audited, inspected, and disclosed to authorized personnel. By using this system, the user consents to such. Unauthorized or improper use of this system may result in civil and

criminal penalties. By using this system, you indicate your awareness of and consent to these terms and conditions of use. Do not log in if you do not agree to the conditions stated in this warning."

You can expect to start seeing these changes this month.

The OPI is committed to improving data and its security, and this is the first step in this process. Thank you for understanding as we tighten agency security and work to better serve Montana schools. Please contact Michael Sweeney with any questions or concerns.

Measurement and Accountability

MontCAS

Authorized Representatives were asked to confirm the contact information for System Test Coordinators through the OPI Information Reporting Systems process in the Central Data Update Form (Contacts). This is part of the OPI's updated policies and procedures to improve test security and to comply with the highest student data and privacy standards.

For questions about this new task, contact the OPI Assessment Help Desk at 1-844-867-2569 or OPIAssessmentHelpDesk@mt.gov.

Negotiated Rulemaking

The OPI has completed its Economic Impact Survey to school districts on 10/19/2018 and its Implementation Impact Survey on 10/19/2018. The next Committee meeting will be held on November 5, 2018 where the Committee will review preliminary reports of the rule recommendations and the economic impacts on the OPI-proposed rules/amendments. Should you have any information you wish to share with the OPI as considerations for these reports, please send any comments to NRStudentAssessment@mt.gov. Comments will be considered until December 5, 2018. For more information on this process, please visit the Student Assessment Negotiated Rulemaking Committee page.

If you have any questions about the negotiated rulemaking committee, please contact the OPI Assessment Help Desk at 1-844-867-2569 or OPIAssessmentHelpDesk@mt.gov.