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# Office of the Superintendent

## Updates in Montana Education

### Update on DPHHS Rules Affecting Schools

At the meeting of the Interim Legislative Committee on Children, Families, Health, and Human Services on [November 14<sup>th</sup>](#), Legislators requested additional information on DPHHS' proposed rule changes to MAR 37-873 and did not allow the proposed rules to go into effect. Therefore, DPHHS did not meet the deadline to implement the rules and they will have to start the process over again. The OPI previously expressed concern about the costs to schools to implement the broad proposed rule changes and the lack of education stakeholder involvement. Going forward, the OPI and schools will have a seat at the table.

### ESSA Amendments and Report Cards

After public input and stakeholder consultation, the OPI submitted two amendments to Montana's state plan under the federal Every Student Succeeds Act on November 25<sup>th</sup> to the U.S. Department of Education. If approved, these amendments will provide a more accurate assessment of English Learners and ensure that each district in Montana receives at least \$10,000 for Title IV-A programs. Additional information can be found on the OPI [ESSA webpage](#).

The OPI previously planned to release updated ESSA report cards in December. Due to an internal evaluation of how Targeted calculations are made and recent guidance from the USDOE, the report cards will not be out in December. The new release date is scheduled with the first-time release of per-pupil school finance expenditure data in February.

### 2020 Legislative Week

The Legislature is sponsoring a Legislative Week in January when all legislators will be invited to Helena. The purpose is to bring legislators together to provide opportunities to receive some additional training and share information. It is being held in conjunction with the study in Senate Bill No. 310 that is looking into annual sessions. You can find more information [HERE](#).

### Superintendent's Office November Events

- Montana Advisory Council on Indian Education meeting
- Board of Land Commissioners meeting
- Legislative Interim Committee meetings
- Board of Public Education meeting
- Council of Deans of Education meeting
- Board of Regents meeting
- Council of Chief State School Officers Annual Policy Forum
- John Deere Ag Expo to support Montana FFA

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For more information, contact [Dylan Klapmeier](#), 406-444-3559.



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



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



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



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

## Assessment

### MontCAS News

The Assessment Division sends school leaders tailored monthly messages on the Montana Comprehensive Assessment System (MontCAS) via the Assessment 411 electronic mailing system. This month the issue had four reminders about (1) student privacy, (2) attending the [ASSIST Conference](#), (3) supporting System Test Coordinators (STCs) with disseminating testing plans, and (4) supporting STCs with maintaining test security agreements. (See the [MontCAS Test Security Collection Schedule](#) for more information about these System Test Coordinator tasks.)

### Smarter Balanced Assessment Roadshow

The Assessment Roadshow is completed for the Fall 2019 season. Twelve sites were scheduled across the state with 302 attendees. The focus was on a balanced assessment with the workshops being divided into test security and accessibility in one component and the interim assessments, digital library in the second component. The focus is on a) promoting districts and schools to use the interim assessments and b) increasing test security via education on best practices. Data analysis shows a direct correlation between students who are taking the interims and students showing growth in their summative assessment scores.

### Montana Science Assessment (MSA/AMSA)

The Assessment Division is working with state collaboratives for each assessment to finalize test designs that serve Montana students and educators; partners from Content Standards and Instruction, Student Support Services, and Indian Education for All are assisting in the review of items to confirm that this spring's field test will align to Montana Content Standards. Sample items are available to help support communication about the new assessments, and [practice science assessments](#) are set to roll out December 2<sup>nd</sup>. On November 18<sup>th</sup>, a request was submitted to the U.S. Department of Education for a one-year waiver to support census field testing in the MSA and AMSA.

### ACCESS for ELLs

Please ensure the completion and accuracy of student information in the AIM/Infinite Campus system by November 30<sup>th</sup> so all English Learner students are appropriately identified for the English Learner (EL) Proficiency (ELP) assessment which opens on December 4<sup>th</sup> for Montana schools. The window runs through January 29, 2020. ELs must be assessed annually until they reach proficiency.

For more information, contact [OPIAssessmentHelpDesk@mt.gov](mailto:OPIAssessmentHelpDesk@mt.gov), 844-867-2569.

## Career, Technical, and Adult Education

### CTE Data Collection Deadlines

The CTE Fall Data Collection for student Post-Graduate Status is December 31, 2019

### TEACH CTE Day

Montana High School juniors and seniors who are interested in changing the lives of others, being positive role models in their communities, and have an interest in careers in education attended TEACH CTE Day 2019. The event was held on the Montana State University campus in Bozeman on Monday, October 7.

Participants learned about careers and educational opportunities in teaching within the Career & Technical Education program areas of Agriculture Education, Business Education, Family & Consumer Sciences Education, and Industrial Technology Education as well as communication, leadership, and extension education.

If you are interested in attending next year's TEACH CTE Day, please contact [Shannon Boswell](#), 406-444-4451. Registration is free and participating students receive lunch on campus, a T-shirt, giveaways, and an opportunity to meet Champ the MSU Mascot.

## Content Standards and Instruction

### Content Standards Negotiated Rulemaking Updates

Public comments on the proposed standards can be sent via email through January 31, 2020. Visit the [OPI's website](#) to learn more.

- MAR Notice - [Negotiated Rulemaking Committee for Computer Science, Library Media, and Technology](#)
  - Meets December 5, 2019 in Helena, MT in Capitol Hearing Room 152
  - [Draft Agenda](#)
  - [Computer Science Standards Draft Document for Public Review](#)
  - [Information Literacy/Library Media Standards Draft Document for Public Review](#)
  - [Technology Integration Standards Draft Document for Public Review](#)
  - [Watch or listen](#) to the negotiated rulemaking committee on MPAN.
  
- MAR Notice - [Negotiated Rulemaking Committee for CTE](#)
  - Meets December 3, 2019 in Helena, MT in Capitol Hearing Room 152
  - [Draft Agenda](#)
  - [CTE Standards Draft Document for Public Review](#)
  - [Watch or listen](#) to the negotiated rulemaking committee on MPAN.

- MAR Notice - [Negotiated Rulemaking Committee for Social Studies](#)
  - Meets December 2, 2019 in Helena, MT in Capitol Hearing Room 152
  - [Draft Agenda](#)
  - [Social Studies Standards Draft Document for Public Review](#)
  - [Watch or listen](#) to the negotiated rulemaking committee on MPAN.
  
- Additional meetings will be held January 8-10, and February 10-12, 2020

Interested parties may submit their views and comments concerning the proposed negotiated rulemaking process to Colet Bartow, Director of Content Standards and Instruction, Office of Public Instruction, P.O. Box 202501, Helena, Montana 59620, faxed to (406) 444-3924, or electronic mail to [cbartow@mt.gov](mailto:cbartow@mt.gov), no later than January 31, 2020.

## Every Student Succeeds Act (ESSA)

### Support Available for Implementing SBAC Interim Assessments:

- [Professional Development Opportunity: 2020 OPI Data and Assessment Conference](#)  
The OPI Assessment Division is hosting a conference, which will have sessions tailored to the needs of Comprehensive and Targeted Support and Improvement schools.
  - The conference will be conducted at the Delta Hotels by Marriott Helena Colonial in Helena. Attendees will attend a two-day conference filled with diverse sessions to meet individualized needs. The conference will begin at 8:00 am on Day 1 and conclude at 5:00 pm on Day 2.
  - Registration for this conference will take place in early December. Links to registration will be posted on the MT Assessment Conference page as soon as they are available. This page will also host the final agenda, session materials, hotel location maps, and other logistical details for planning. Participants are encouraged to make their travel arrangements as soon as possible under the “JAN2020” room block with the Delta Hotels at (406) 443-2100.
  
- To request in-person or virtual training on SBAC Interim Assessments (Grades 3-8) complete [this google form](#).
  
- Here is a [google folder](#) for schools/districts with a PowerPoint and handouts from our SBAC Interim Assessment Trainings. Schools may use these materials as needed.
  
- Teacher Learning Hub two renewal unit course, [Implementing Smarter Balanced Interim Assessment](#), reviews all you need to know about implementing Smarter Balanced interim assessment.
  
- Questions can be directed to the [OPI Assessment Help Desk](#), 1-844-867-2569.

## Targeted Support and Improvement Grant Opportunity

The OPI is providing financial assistance for schools identified as Targeted Support and Improvement (TSI) under the Montana State Plan federally approved for the Every Student Succeeds Act (ESSA). These funds will be available for strategic use in the current school year (2019-2020) to support improving student outcomes for subgroup(s) identified for TSI. LEAs with more than one TSI school may choose to combine 2019-2020 TSI funding to develop a localized strategy that will impact multiple TSI Schools within the LEA.

**Eligibility:** To be eligible to receive these funds, an LEA must have one or more schools identified under the federally-approved definition for TSI schools. These are schools with at least one subgroup of students that scored at or below the lowest 5% of the all-students group's performance in the state.

**Criteria for Identification:** ESSA requires states to use accountability indicators, disaggregated by subgroup, to annually differentiate public schools by several categories. One category, Targeted Support and Improvement (TSI), identifies schools with at least one subgroup of students that scored at or below the lowest 5% of the state's schools' all-students group's performance. These schools, identified for TSI, must develop and implement their own intervention plan that focuses improvement efforts on the subgroup(s) that resulted in being identified for TSI. The school improvement plan must be developed with stakeholders, approved, implemented and monitored by its district. A school will exit TSI if no subgroup is performing in the lowest 5% of all schools.

The OPI will identify Targeted Schools for Comprehensive Support and Improvement (CSI) if TSI schools have not increased the performance of all student subgroups to exceed the level of performance of the lowest performing 5 percent of Title I schools overall after three years of additional targeted support. These schools will first be identified for comprehensive support and improvement beginning with school year 2021-2022.

**Funding:** ESSA requires 7-percent state-level set-aside of Title I funds for school improvement. This set-aside, as designated in ESSA Section 1003, must be used to support districts with CSI and TSI schools. These school-improvement funds must go to local school districts, education service agencies, or consortia of districts, by formula or competition. States must give priority to school districts that:

- serve high numbers or percentages of elementary and secondary schools identified for comprehensive or targeted support;
- demonstrate the greatest need, as determined by the state; and
- demonstrate the strongest commitment to using the funds to improve student achievement and outcomes.

As federal appropriations allow, the OPI will annually award the 1003 fund allotments through a formula grant to CSI and TSI schools.

The funds allotted will be based on approval of an **application** that:

- Is informed by a comprehensive needs assessment;
- Is informed by a gap-analysis;
- Includes interventions and practices that are supported by moderate and strong evidence; and
- Is developed with stakeholder involvement (teachers, principals, school leaders, school staff, parents, students, and community members).

### **TSI Grant Timeline:**

October 3rd & 10th: TSI Webinars

October 3rd to November 1st: Grant Pre-work

Completing the CNA and gap analysis as part of the CSIP process in TEAMS

Researching evidenced-based practices

Conducting stakeholder involvement

October 11th: Email notification of Formula Grant Allocation by School

November 21st: Grant application opens

November 21st: Optional webinar for overview of grant application

December 13th: Grant application closes

December 20th: Notification of approval or corrections required

For more information, contact [Julie Murgel](#), 406-444-3172.

## Finance

### State Paid Tuition and FP-15's

Please submit your state-paid tuition and FP-15 (day treatment) claims for the 2018-19 school year as soon as possible. These claims must be submitted and approved prior to December 31, 2019. Once your claims are entered in MAEFAIRS, the district must verify the claim and number of days enrolled. Claims will be paid in the month after they are verified and submitted through MAEFAIRS.

For more information, contact [Nicole Thuotte](#), 406-444-4524.

## Changes to the FY 2019 Trustees Financial Summary

If you find a material coding error on your FY 2019 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 2019 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. Strikeout amounts to be revised, including subtotals and totals
3. Handwrite 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](mailto:Keri.Ludwig@opi.mt.gov), 406-444-0783.

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 2020. 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, 2019.

## 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 2018-19 fiscal year be entered in the district's 2018-19 TOE data. For many districts, the 2018-19 TOE did not include employees hired after the TEAMS application was closed. The missing employees can be entered into the compensation expenditure TOE screen in TEAMS. The Compensation Expenditure Report is due **December 10th, 2019**.

For TEAMS/TOE information, contact [Patty Muir](mailto:Patty.Muir@opi.mt.gov), 406-444-4317

For MAEFAIRS information, contact [Keri Ludwig](mailto:Keri.Ludwig@opi.mt.gov), 406-444-0783

## Changes to Fall Student Count for ANB in MAEFAIRS

Changes to Fall Student Count for ANB, including American Indian designation for SAG payment next year, will be accepted through December 31, 2019.

For more information, contact [Nica Merala](#) 406-444-4401.

## Health Enhancement and Safety

### 21<sup>st</sup> Century Community Learning Centers

The Montana Office of Public Instruction has determined a competition will not be held in the year 2020 for 21<sup>st</sup> Century Community Learning Centers due to all funds being awarded in previous years. If funds are available, they will be used for supplemental grants for current sub-grantees. Montana currently has 29 grantees and 91 centers operating across the state. The grant cycle is 5 years. For more information, please contact [Michelle Cusey](#), 406-444-3519.

### School Nutrition Programs- Contacting Program Staff

Are you wondering who to contact at the OPI School Nutrition Program Office when you have a question? Staff phone numbers are located on the MAPS login page. You can also reach out to your Regional Specialist by clicking on the [Region Map Link](#). For more information, please contact [Clay Hickman](#), 406-444-2501.

## Evacuation and Reunification Tips from DHS

When creating your school's Emergency Operations Plan (EOP), or exercising your EOP, an important aspect is the involvement of outside entities. If an incident at your school leads to an evacuation, your evacuation site partners should; (1) know they are part of your EOP (2) know that you will be able to get in (3) have practiced an actual evacuation to identify any challenges that were not identified while planning (i.e., transportation, is there enough space, how long can it be sustained, etc.).

Part of an evacuation is reuniting students with parents once it is safe to do so. A reunification plan is essential because how this happens might be different depending on the type of incident that caused the evacuation of the school. It is important to involve the first responders in your community during the "outside agency" planning phase of your EOP when there is going to be parent/student reunification. The last thing first responders and Incident Management Officials want is parents showing up at the school looking for their child(ren). This will only compound an already chaotic and stressful situation. A good place to start with planning the reunification phase of your EOP is with the Local Emergency Planning Committee (LEPC). Ask your sheriff or county Disaster and Emergency Services (DES) coordinator how to get involved with the LEPC.

-Randy Middlebrook, Protective Security Advisor, Department of Homeland Security

## Indian Education

### Family and Consumer Sciences Unit

The Indian Education for All Unit has published [\*Finding Our Roots: Indigenous Foods and the Food Sovereignty Movement in the United States\*](#). This unit addresses the contemporary issues of food security and food sovereignty among indigenous peoples in North America, focusing primarily on tribal nations within the United States. A variety of materials (short film, online video clips, news articles, historical images, food studies, governmental reports, and tribally produced resources) are provided for students to delve into the topics of indigenous food diversity, food security, and food sovereignty as they prepare to create and present a feast of indigenous North American foods.

In addition, the following books have been sent to high school libraries as supporting texts.

*A Taste of Heritage* by Alma Hogan Snell

Drawing on the knowledge and wisdom of countless generations of Crow Indian women, the well-known speaker and teacher Alma Hogan Snell presents an indispensable guide to the traditional lore, culinary uses, and healing properties of native foods.

*Montana Native Plants & Early Peoples* by Jeff Hart

From alder to yellowbells, 60 native Montana plants are featured in this fascinating and informative guide. Learn how Native Americans and other early inhabitants of the area used these plants for food, medicine, and religious rituals.

### Best Practices Conference

The fourteenth annual Indian Education for All Best Practices Conference is scheduled for May 3-5, 2020, at Montana State University-Billings. More details and registration will be posted on the [IEFA Web page](#) when they become available.

## Student/School Opportunities

### Scholarships for Teen Work on Grief

The [New York Life Award \[artandwriting.org\]](#), provides six students whose works explore personal grief, loss, and bereavement with \$1,000 scholarships. Montana students are also eligible for a special state-level scholarship of \$500. All students in grades 7–12 (ages 13 and up) are eligible to participate.

[Visual art submissions are due on December 3 \[artandwriting.org\]](#), 2019, and [writing works are due on December 12 \[artandwriting.org\]](#), 2019.

## Andrea Spicher Memorial Scholarship

This scholarship is designed to provide an opportunity to an incoming Montana Tech freshman student determined to work hard in the face of adversity, past or present. It will assist incoming freshmen who have maintained a 2.75 GPA or higher, graduated from a Montana high school, and faced great obstacles in their life. The Andrea Spicher Memorial Scholarship seeks students who have exhibited determination, integrity, and perseverance in overcoming adversity, in addition to possessing a financial need. Please email [dylan.klapmeier@mt.gov](mailto:dylan.klapmeier@mt.gov) for an application.

## U.S. Department of Education Green Ribbon School Recognition

The OPI is now accepting applications through January 10<sup>th</sup>! Learn more on [the OPI website](#).

## Nick Tokman (Deadliest Catch) Motivational Speaking

Nick Tokman, "Sunshine" featured on TV show "Deadliest Catch," is a professional speaker for students struggling with their self-worth and direction in life. His presentation, "Become your Captain. Catch your Future," builds self-worth in students so they begin thinking for themselves and make the best decisions for the future

He partners with schools and student leadership organizations addressing students not reaching their full potential due to issues involving high expectations from others, negative influences, negative messages on social media and peer pressure.

He has spoken to crowds all over the country as large as 17,000 people and numerous student leadership organizations including SkillsUSA, NatStuCo, HOBY, HOSA, TSA and FFA. To see if Nick is a fit for your students, watch the first two minutes of his highlight video: [Highlight Video \[nicktokman.com\]](#)

Nick offers a "friend of education" rate and also provides a group rate when multiple schools join around the same time. If you'd like to discuss having Nick speak to your students, feel free to visit his website at [www.NickTokman.com](http://www.NickTokman.com) [[nicktokman.com](http://nicktokman.com)]. You can also reach him directly at [nick@nicktokman.com](mailto:nick@nicktokman.com) or 413-248-7450.

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