



**Montana**

**Office of Public Instruction**

ESSER Guidance Sessions – December

# Updating School Plans, and the Annual Federal Data Reporting Process

*Prepare, Prevent, and Respond*

December 12, 2022

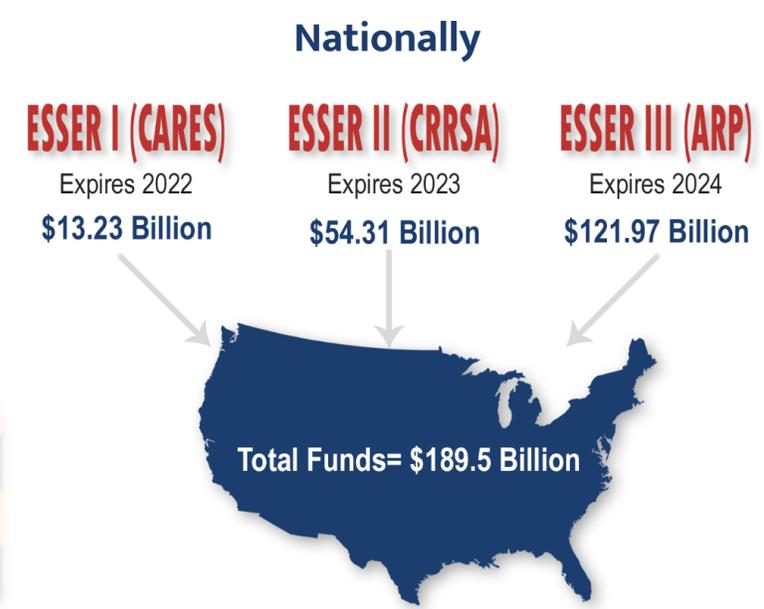
# PRESENTER

Wendi Fawns, ESSER/EANS Director  
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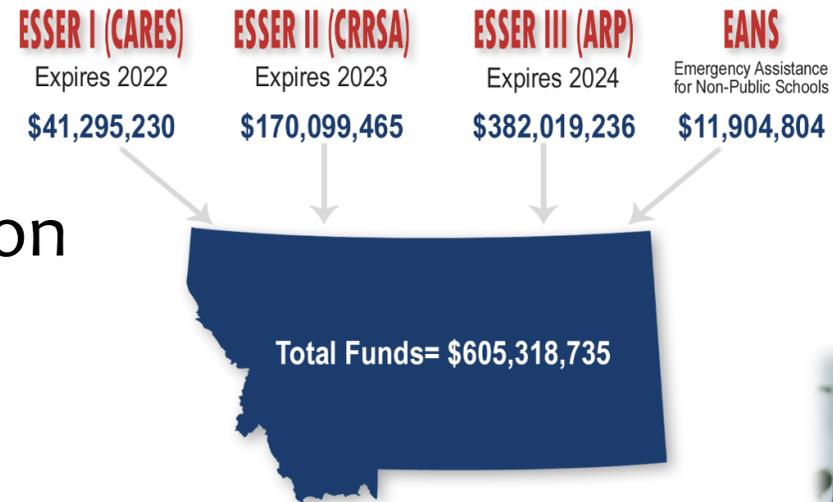
Thanks to [CCSSO](#) and [Edunomics](#)

# Goals For This Session

- School Plans
  - Safe Return
  - ESSER ARP (Use of Funds)
  - Stakeholder Involvement
- Annual Federal Data Reporting
  - Past and Anticipated Data Collection
  - Tips on Preparation
- Wrap-Up and OPI Resources
- Q&A



## Montana Schools



# SCHOOL PLANS

## A Brief Review of the School Plans

OPI offered a more in-depth training in September, which you can view here: <https://youtu.be/50lcp-XxzvQ>



# School Plans – Safe Return

- **Safe Return Plans**

- Similar to earthquake, intruder/lockdown plans
  - Don't send to green door when it's been painted black
- District generates and maintains
- Update twice a year **with community engagement**
  - OPI required to view June and December
  - Therefore, update in May and November to maintain compliance

- **Create a pdf Plan**

- Maintain on district site with operational link (non 404 error) sent to OPI



# School Plans – ESSER ARP (Use of Funds)

- **ARP ESSER or ESSER ARP Plan (use of funds)**
  - High level anticipated use of funds
    - Changeable through amendment process throughout grant life
  - District generated and OPI/District maintained
  - Update twice a year with community engagement
    - OPI required to view June and December
    - Therefore, update in May and November to maintain compliance
- **Unique portal in Qualtrics – secure access**
  - Generates a pdf file for district to upload to their website
  - Posted on OPI website

# School Plans – Stakeholder Involvement

- Transparent and Trackable grant management
  - **ESSER ARP** (use of funds) **Plans**, due December and June
  - **Safe Return Plans Glendive, Evergreen**, due Dec and June



Evergreen School District  
 Safe Return to Schools and Continuity of Services Plan for COVID-19  
 Most Recent Update Approved on June 9, 2021

**Glendive Public Schools  
 Safe Return to School and Continuity of Services Plan**

Date of Original Adoption: April 29, 2020  
 Date Plan was Last Revised: June 13, 2022  
 Next Regularly Scheduled Month for Consideration (Quarterly): 3/14/21  
 Dates Reviewed: 3/9/20, 3/15/20, 3/17/20, 3/20, 3/25/20, 3/30/20, 4/6/20, 4/16/20, 4/29/20, 5/5/20,  
 5/11/20, 6/8/20, 6/29/20, 7/13/20, 7/21/20, 7/29/20, 8/3/20, 8/6/20, 8/10/20, 9/8/20, 9/14/20, 10/12/20,  
 11/9/20, 12/7/20, 12/17/20, 1/11/21, 2/8/21, 3/8/21, 4/12/21, 5/10/21, 6/14/21, 8/9/21, 12/13/21,  
 6/13/22

**Posted on Website: June 16, 2021**  
**Revised and Posted on Website: December 14, 2021**  
**Revised and Posted on Website: June 13, 2022**

**Plan Posting and Approval Dates**

Initial Plan Adopted: March 18, 2020, March 26, 2020, July 13, 2020, August 12, 2020  
 Plan Posted for Public Review: June 4, 2021  
 Updated Plan Approved: June 9, 2021  
 Plan Reviewed: August 11, 2021, September 8, 2021, October 13, 2021, November 10, 2021  
 Updated Plan Posted for Public Review: November 18, 2021  
 Updated Plan Approved: December 8, 2021  
 Plan Reviewed: January 12, 2022, February 9, 2022, March 9, 2022, April 13, 2022, and May 11, 2022  
 Updated Plan Posted for Public Review: May 16, 2022  
 Updated Plan Approved: June 8, 2022

# School Plans – Stakeholder Involvement

- Guidance document for Plans

- Template

- FAQ (page 14, 17...)

- Meaningful Consultation

- Parents
- Students
- Teachers
- Staff
- Tribal governments
- Local bargaining units
- Educational advocacy organizations
- County health departments
- Community members
- Other (please identify in the box below)



OPI guidance on **Meaningful Stakeholder Consultation & Communication** is here:

<https://youtu.be/cwvznpj4l8MI>

- Webinars
- Public meetings
- Website
- Media
- Social media
- Email
- Other (please identify in the box below)

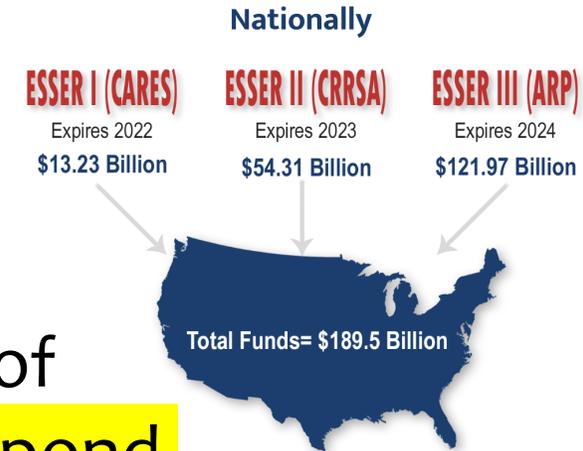
# ANNUAL FEDERAL DATA REPORTING

## A Brief Review of the Annual Data Reporting process

OPI offered a more in-depth training in September, which you can view here: <https://youtu.be/mjHQBH6tSrs>

# Focus on Student Gains – Outcomes

- Department of Education– Federal Grant
  - For ALL activities charged to ESSER, costs must be reasonable and necessary to meet the overall purpose of the program, which is “to prevent, prepare for, and **respond to**” **COVID-19** including those circumstances that were exacerbated by Covid. (See 2 CFR §§ 200.403-200.404.)
  - Tracking of allocated funds
  - Reporting on how funds were used/spent – outcome of funds
- **State, Districts, Public, etc.**





# DOE Announcements, Fact Sheets...

- Pivot to embrace online, innovative, and learning environments
  - 55 Million+ students
- Schools focused on attendance campaigns
- Programming focused intentionally on:
  - Intensive academic intervention
  - Health targeted efforts to address the whole student
  - Recruitment and retention to retain valued education workforce
  - Math, Reading ... targeted to address critical learning gaps
  - College/Career readiness.....

1<sup>st</sup> Annual

2<sup>nd</sup> Annual

3<sup>rd</sup> Annual



# Annual Report – No Magic Just Trend Analysis

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- The new ESSA requirement to report school-by-school spending provides a unique opportunity to inform policy, management, and improvement about the financial elements of schooling.  
Two-year pilot with greater transparency on spending related to outcomes...
- Department of Education ESSER Annual Report 1<sup>st</sup> & 2<sup>nd</sup> Year
- Anticipated data collection will be deeper
  - A lot of money, from public pocket, what was it spent on



# Annual Report – Tips on Preparation

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- Track expenditures in excel/sheets – braid not blend
  - Clearly identify student gains/outcomes
  - Review expenditures at least quarterly
- Engage the public
  - Promote and share out to build support

# Annual Report – Stakeholder Involvement

- **Federal annual report**
  - Funding and outcomes attached
  - Participation numbers and spending categories
- **Ongoing ESSER stakeholder engagement**
  - The active process of involving those who may be affected by ESSER decisions (students, parents, teachers, community)
    - Connecticut is giving students \$1.5 Million ESSER funds to make decisions on allocation



20% For Lost Instructional Time

Hiring, Retention, and FTE

Expenditure Details

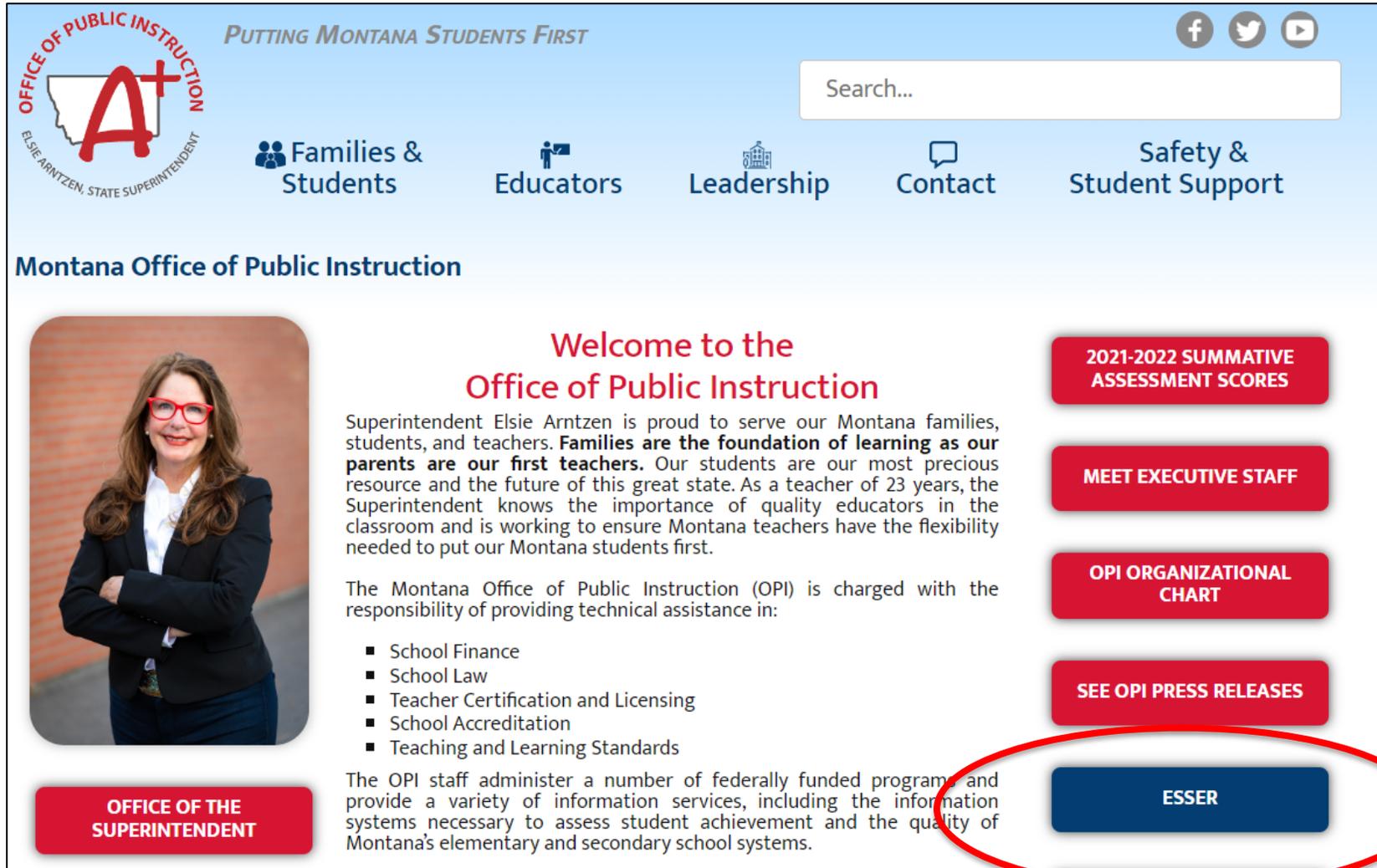
Home Internet and Technology

Safe School Reopening and Infrastructure

Stable Support for Recovery and Acceleration

OPI guidance on  
**Meaningful  
Stakeholder  
Consultation &  
Communication**  
is here:

<https://youtu.be/cwvznj4l8MI>

A screenshot of the Montana Office of Public Instruction website. The page has a light blue header with the OPI logo on the left, the slogan 'PUTTING MONTANA STUDENTS FIRST' in the center, and social media icons on the right. Below the header is a navigation menu with links for 'Families & Students', 'Educators', 'Leadership', 'Contact', and 'Safety & Student Support'. A search bar is located in the top right. The main content area features a portrait of Superintendent Elsie Arntzen on the left, a 'Welcome to the Office of Public Instruction' section in the center, and a list of resources on the right. The 'ESSER' button at the bottom right is circled in red.

**OFFICE OF PUBLIC INSTRUCTION**  
PUTTING MONTANA STUDENTS FIRST

Search...

[Families & Students](#) [Educators](#) [Leadership](#) [Contact](#) [Safety & Student Support](#)

**Montana Office of Public Instruction**

**Welcome to the Office of Public Instruction**

Superintendent Elsie Arntzen is proud to serve our Montana families, students, and teachers. **Families are the foundation of learning as our parents are our first teachers.** Our students are our most precious resource and the future of this great state. As a teacher of 23 years, the Superintendent knows the importance of quality educators in the classroom and is working to ensure Montana teachers have the flexibility needed to put our Montana students first.

The Montana Office of Public Instruction (OPI) is charged with the responsibility of providing technical assistance in:

- School Finance
- School Law
- Teacher Certification and Licensing
- School Accreditation
- Teaching and Learning Standards

The OPI staff administer a number of federally funded programs and provide a variety of information services, including the information systems necessary to assess student achievement and the quality of Montana's elementary and secondary school systems.

[2021-2022 SUMMATIVE ASSESSMENT SCORES](#)

[MEET EXECUTIVE STAFF](#)

[OPI ORGANIZATIONAL CHART](#)

[SEE OPI PRESS RELEASES](#)

[ESSER](#)

**OFFICE OF THE SUPERINTENDENT**



# Office Hours December 15 & 16

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- We are hosting Open Office Hours this week!
  - Thursday, December 15<sup>th</sup>
  - Friday, December 16<sup>th</sup>
  - 10am – 4pm each day
- Register at: <https://forms.gle/BC1BsUHBq2SKSWom6>
  - After registering, you will receive a Zoom link for your Office Hours.
  - When you join the Zoom meeting, you will be placed in a waiting room. Please be patient until we can let you in.
- We look forward to meeting with you!

# Q & A

Feel free to ask questions!

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