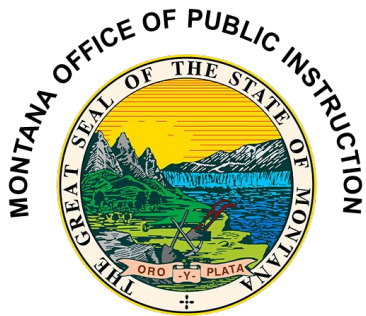


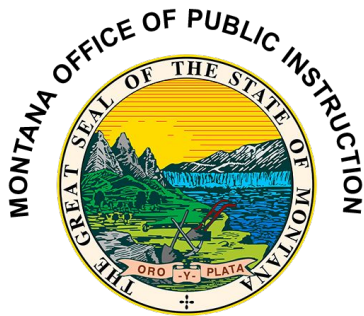
New Superintendent Training

August 12, 2025



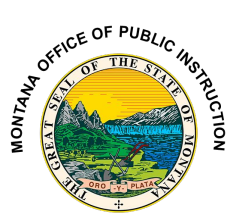
WELCOME

Superintendent Hedalen



Statewide Testing

Academic Outcomes & Instruction
Division Administrator - Marie Judisch
Assessment Director - Cedar Rose

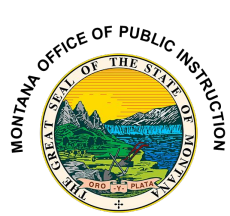


Assessment Requirements

United States ESSA Section 1111(b)(2) Academic Assessments

(A) IN GENERAL.—Each State plan shall demonstrate that the State educational agency, in consultation with local educational agencies, has implemented a set of high quality **student academic assessments in mathematics, reading or language arts, and science**. The State retains the right to implement such assessments in any other subject chosen by the State.

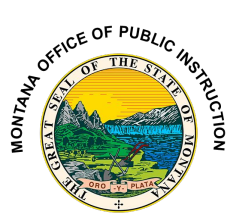
(B) REQUIREMENTS.—The assessments under subparagraph (A) shall— (i) except as provided in subparagraph (D), be— (I) the same academic assessments used to measure the achievement of all public elementary school and secondary school students in the State; and (II) administered to all public elementary school and secondary school students in the State; (ii) **be aligned with the challenging State academic standards, and provide coherent and timely information about student attainment of such standards and whether the student is performing at the student's grade level**.



Assessment Requirements

Montana ARM 10.56.101 Statewide Assessment

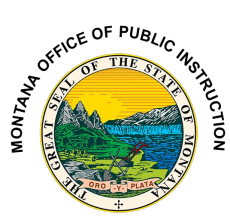
- (1) By the authority of 20-2-121(12), MCA and ARM 10.55.603, the Board of Public Education adopts rules for state-level assessment in the public schools and those private schools seeking accreditation.
- (2) The Board of Public Education (board) recognizes that the primary purpose of assessment is to serve learning. A balanced assessment system including formative, interim, and summative assessments aligned to state content standards, will provide an integrated approach to meeting both classroom learning needs and school and state level information needs. A balanced assessment system is structured to continuously improve teaching and learning and to inform education policy.



Assessment Requirements

Montana ARM 10.56.102 Participation

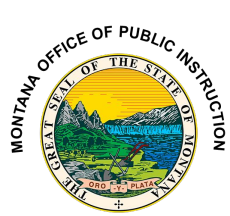
- (1) By the authority of 20-2-121(11), MCA, and ARM 10.55.603, the Board of Public of Education (board) adopts rules for statewide assessment in all public and accredited nonpublic schools.
- (2) Statewide assessments approved by the Board shall be administered in all public and accredited nonpublic schools.
- (3) School districts shall annually administer statewide assessments to all students in accordance with state and federal laws and regulations that meet or exceed the following specifications:
 - (a) English language arts and mathematics assessments shall be aligned to Montana content standards in English language arts and mathematics and administered in grades 3-8 and 11;
 - (b) Science assessments shall be aligned to Montana content standards for science and administered in grades 5, 8, and 11; and
 - (c) Assessments shall be administered in the spring of each year.
- (4) State-level assessments aligned to Montana-English language proficiency standards shall be administered to all students identified as English Learners (EL) in grades (K-12). These assessments shall be administered mid-school year.



Required Statewide Assessments

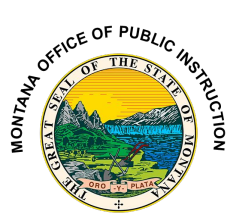
- **Math** and **ELA** in grades 3-8 and 11 general and alternate
- **Science** in grades 5, 8, and 11 general and alternate
- **English Language Proficiency** in grades K-12 general and alternate

All assessments must be aligned to adopted grade-level content standards and adhere to federal technical requirements



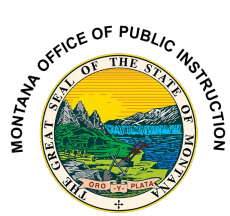
Participation Requirements

- Both state and federal law require all students in accredited schools to participate in state testing. The school districts must annually assess all students, and in instances of special circumstances, **student participation may not fall below 95 percent for all students or 95 percent for student subgroups** (consisting of 10 or more students) **in the required content areas** (i.e., mathematics, reading/language arts, and science assessments)
- **Federal law requires 100 percent of English Learners to participate in the WIDA ACCESS assessment for development of English language proficiency.**

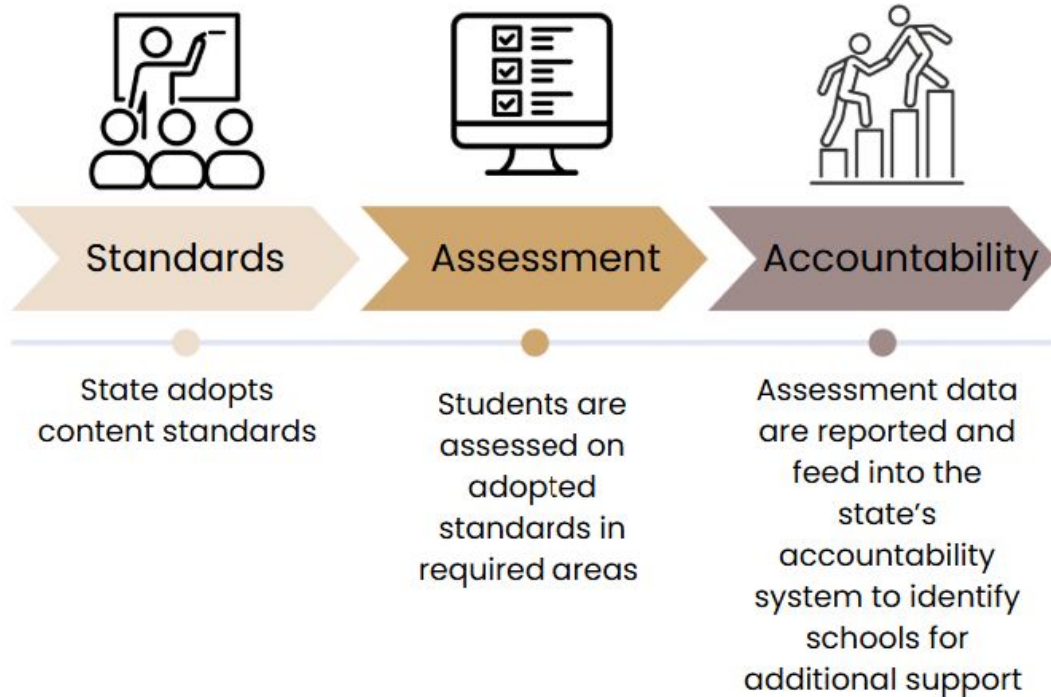


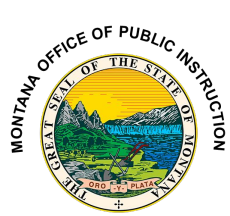
Non-Participation

- Students may only be exempted from testing under certain, limited conditions. In these rare and unique instances, a student may be unable to participate in any part of the assessment due to a significant and documented medical reason. Non-participation for any other reason will negatively impact the participation rate calculation.
- In Montana, there is no “*opt out*” law, and state law requires all students in public and accredited nonpublic schools to participate in state testing. In accordance with ESEA-ESSA Section 1112(e)(1)(B)(ii), parents may refuse to have their child participate in statewide assessments; however, under Montana’s compulsory school attendance laws this refusal reason does not exist (see §20-5-103, MCA).
- Procedures to notify families and manage participation reasons for students whose families refuse should be determined at the local level.



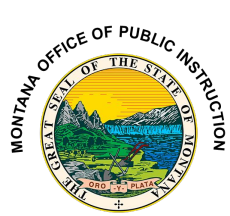
The Big Picture





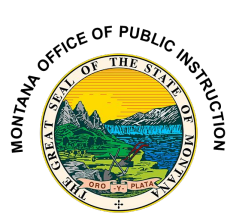
Testing 2025-2026

Anticipated SY2025-26 Test Windows		Required Subjects	Student Group	Grades Tested	Window Period
Montana Aligned to Standards Through-Year (MAST)	<u>Window 1</u> October 13-December 5	Math and ELA	General	Grades 3–8	3 windows: 8 weeks each
	<u>Window 2</u> January 12-March 6				
	<u>Window 3</u> March 30-May 22				
Dynamic Learning Maps (DLM) Alternate Math and ELA	<u>Fall Window</u> September 8- December 19	Math and ELA	SwSCDs	Grades 3-8, 11	2 windows: 15 weeks each
	<u>Spring Window</u> February 2- May 15				
WIDA ACCESS	January 5-March 6	English Language Proficiency	English Learners	Grades K–12	9 weeks
Montana Science Assessment (MSA)	March 2-May 22	Science	General	Grades 5, 8	12 weeks
Dynamic Learning Maps (DLM) Alternate Science	February 2- May 15	Science	SwSCDs	Grades 5, 8, 11	15 weeks
ACT with Writing	<u>Window 1</u> March 24-April 3	Math, ELA, and Science	General	Grade 11	3 windows: 2 weeks each
	<u>Window 2</u> April 7-17				
	<u>Window 3</u> April 21-May 1				
Updated by the Office of Public Instruction on June 25, 2025.			Note: Dates and information listed in this schedule are subject to change at any time or without notice.		



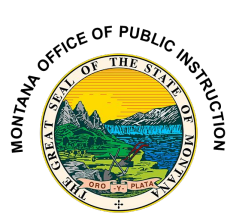
MAST Testing Windows

	Window 1	Window 2	Window 3
	October 13 - December 5	January 12 - March 6	March 30 - May 22
	8 weeks	8 weeks	8 weeks
MATH	3-5 Testlets	3-5 Testlets	3-5 Testlets
ELA	2 BOY Testlets	2 MOY Testlets Performance Task	1 Anchor Test (math or ELA)
			2 EOY Testlets



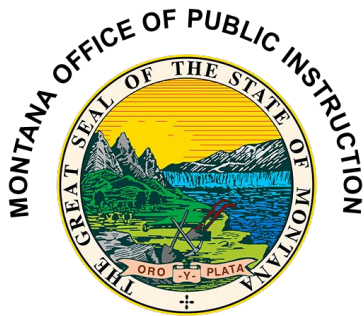
Upcoming Key Dates

- **August 20:** MAST 4 Teachers
- **September 4:** MAST Virtual Summit
- **September 8:** Fall DLM (Math & ELA) Window Opens
- **September 15:** MAST Scheduler Closes
- **October 13:** MAST Window 1 Opens



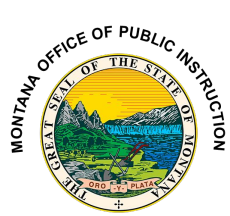
Helpful Links

- [2025-2026 Testing Windows](#)
- [OPI Assessment Webpage](#)
- [MAST Portal](#)



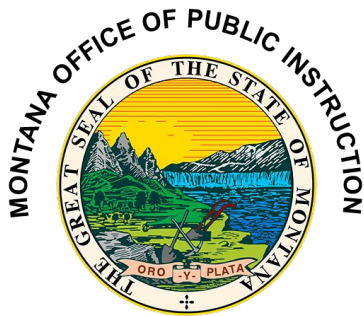
EDUCATE (Infinite Campus)

EDUCATE Unit Manager - Nicole Thuotte



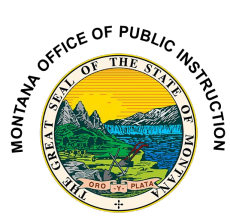
EDUCATE Training Calendar

- Data Collection Calendar
- Fall Training Opportunities
 - Fall State Reporting Survival Series - Fridays from September 5 through October 3
 - Infinite Campus User Groups - September 22/23 in Billings and 24/25 in Missoula - watch for more information coming soon.
- 1st Data Certification for Jumpstart is due August 29th.
- Our team is here to help! opiaimhelp@mt.gov or (406) 444-3800



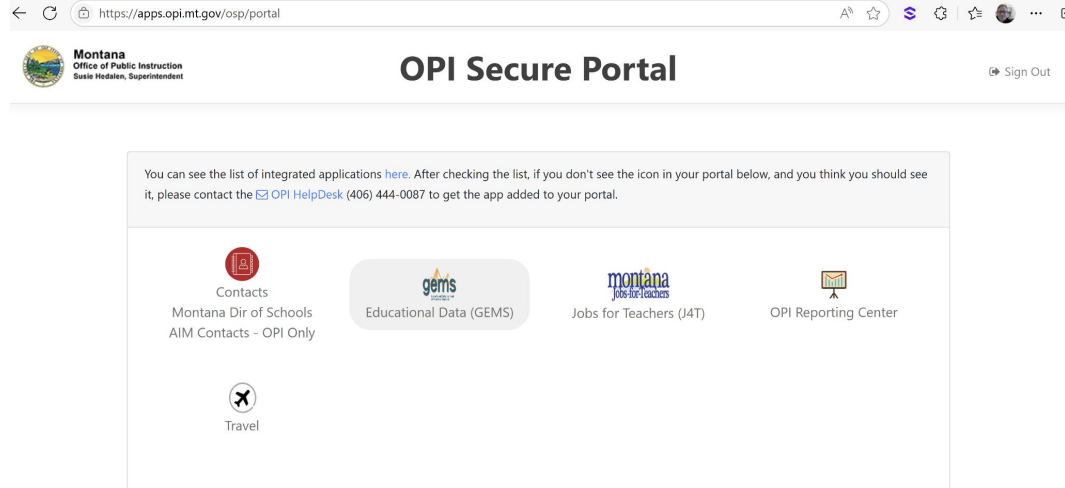
OPI Secure Portal

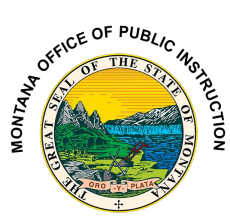
Security Analyst - Alan Grover



About the OPI Portal

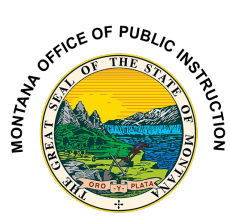
- Overview - Most OPI Applications are accessed through the OPI Secure Portal (Currently 37)
- Find the portal on [OPI.MT.GOV](https://apps.opi.mt.gov) or at <https://apps.opi.mt.gov/osp/portal>





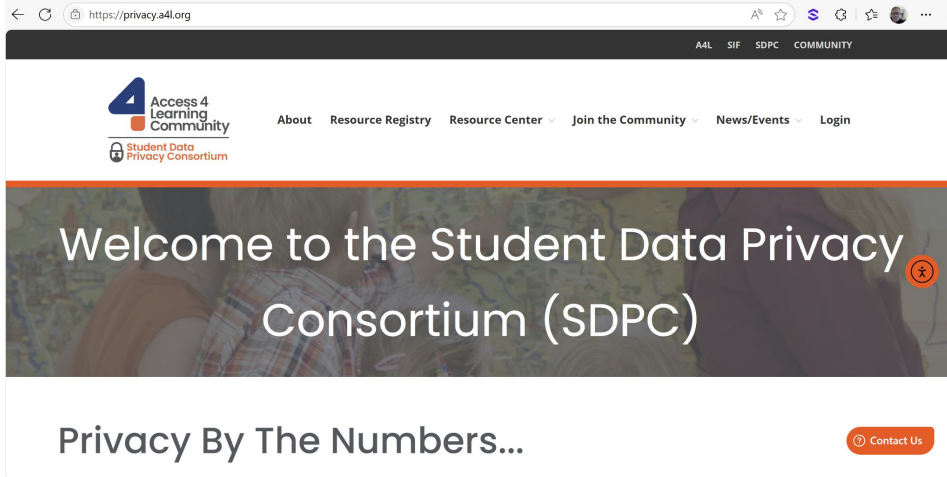
About the OPI Portal

- OPI Data owners approve user access and help to determine what access is needed.
- Each user has an account / application access is shown as tiles on the site.
- Your Username and Password
- Self password reset
- Getting help from OPI - Check [OPI.MT.GOV](https://opi.mt.gov) or OPI Helpdesk OPIHelpDesk@MT.GOV or call 406-444-0087

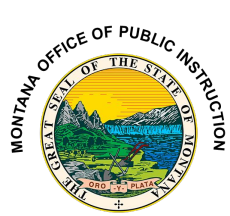


A4L Student Data Privacy

- Access 4 Learning Student Data Privacy

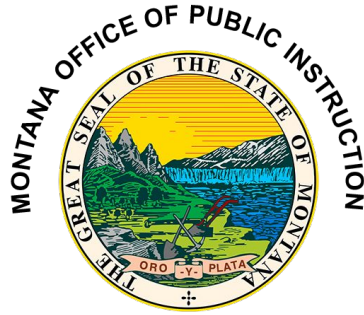


- Help with data privacy agreements - <https://privacy.a4l.org/>



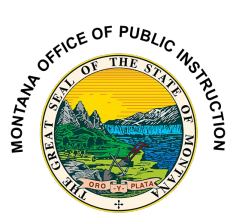
Data Security Incident Help

- State of Montana IT Services 406-444-2000



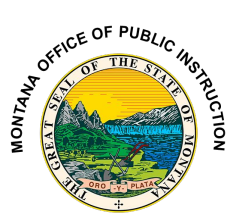
School Finance

School Finance Manager - Paul Taylor



School Finance Division

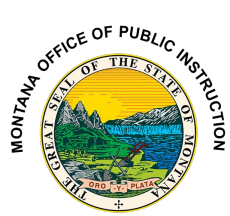
- Information about the school finance division may be located at the following link [School Finance](#)
- The division is made up of eight talented and dedicated employees



School Funding Distribution

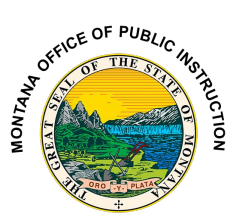
Distributes BASE aid payments to K-12 schools throughout the fiscal year (July-June) which include:

Direct State Aid, Quality Educator Component, At Risk Component, Indian Education for All, Student Achievement Gap, Tuition, Data for Achievement, Special Education, Technology, Transportation Prepayment, and Semi-annual Transportation Payment, and Significant Enrollment Increase.



Budget and Trustees Financial Summary

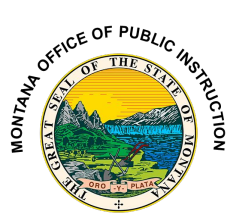
The division oversees district compliance with budgeting and Trustees Financial Summary (TFS), monitors proper use of funds in accordance with statute requirements, and ensures that expenditures align with approved budgets and statutory obligations.



Technical Support and Guidance

The division ensures districts properly submit accurate data that drives funding by providing training, application assistance, and ongoing support to district clerks, superintendents, county superintendents, and treasurers. Technical support and guidance is provided within the following areas:

Accounting: Chart of Accounts, School Accounting Manual, TFS Instructions, School Safety Transfers, Revenue and Expenditure uploads.

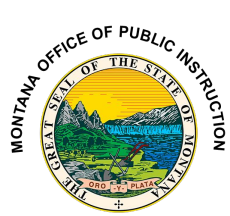


Technical Support and Guidance

Auditing: GASB Information, Financial Audits, High Risk Status, District Compliance, and Segregation of Duties.

Budgets: Guidance and training in budgeting funds, budget amendments, budgeting instructions, budget spreadsheets.

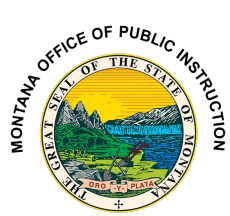
County: Provides assistance with forms, guidance and instructions.



Technical Support and Guidance

Elections: Provides guidance, assistance with forms, webinars, and other forms of training.

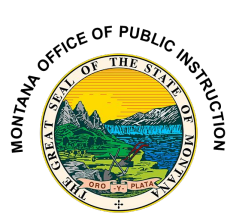
Student Count for ANB: Provides guidance and instructions, calculation worksheets, and assistance in reporting data in the MAEFAIRS application.



Technical Support and Guidance

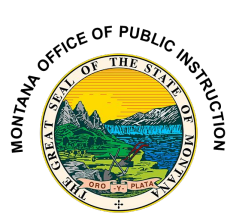
Pupil Transportation: Provides assistance in reporting all bus route, driver, and bus information. Provides state specifications for the build and operation of school buses and operations, assistance with entering all data in the Pupil Transportation application which drives a portion of state funding.

Tuition and Attendance: Provides assistance with forms, guidance and instructions. Provides assistance in reporting data in the MAEFAIRS application.



Policy and Legislative Support

- Interpretation and implementation of new legislative laws affecting school finance and funding.
- Assistance in the development of fiscal policies and guidance documents.
- Preparation of fiscal notes for the agency and expertise in school funding, analysis, and fiscal impacts proposed with legislation.

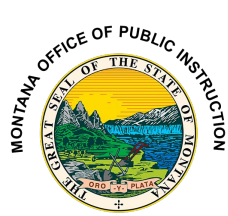


OPI Secure Portal Application & Data Systems Management

The division maintains and helps manage data systems, including user access for:

School Contacts: Contacts listed on Budget & TFS forms, Board Chair, District Superintendent, Business Managers, and Authorized Representative.

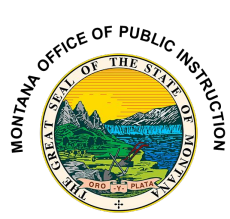
MAEFAIRS: TFS, Budget, Compensation Expenditures, Tuition, and District Enrollment.



OPI Secure Portal Application & Data Systems Management

Pupil Transportation Application: Bus routes, Driver certifications, Bus information, Inspections, Individual contracts, and Semi-annual reimbursement claims.

County Application: County forms collection



General Due Dates and Timelines

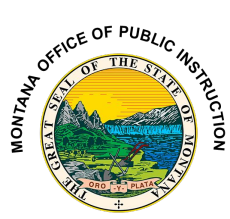
Impact Aid Applications: January 31st

Spring Student Count: February 3rd

Semester 1 Transportation Reimbursement Claims:
February 15th

Semester 2 Transportation Reimbursement Claims:
May 24th

Indirect Cost Rate Applications: April 30th



General Due Dates and Timelines

Tuition Forms: June 30th

MAEFAIRS Release: July 19th (General Area)

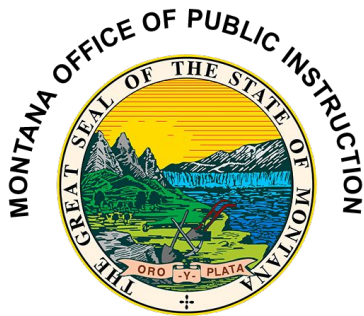
TFS due to County Superintendent: August 15th

Budget and TFS Submission: September 15th

Fall Student Count for ANB: October 7th

Teacher Incentive: December 1st

Requests for TFS Changes: December 10th

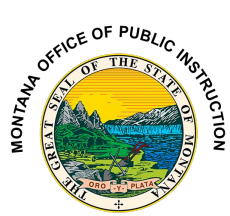


Special Education

Safety and Student Supports

Division Administrator- Patrick Cates

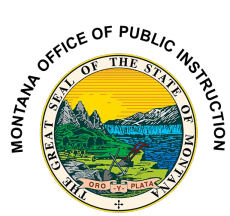
Special Education Director - Danni McCarthy



Special Education

Information and resources for Special Education can be found [here](#).

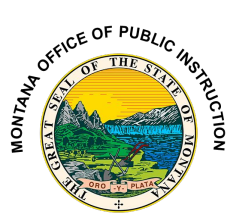
Special Education is comprised of 19 staff within six units. Additional 16 short term workers.



Administration

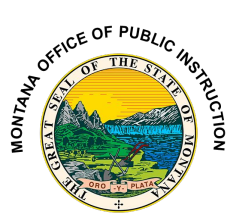
The administration unit consists of the director, Danni McCarthy, the IDEA fiscal manager, Kimber Emmons and the administrative assistant, Ty House.

We can answer fiscal questions related to special education federal funds in addition to special educations questions.



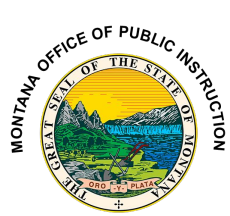
Continuing Education and Technical Assistance (CETA)

The CETA unit consists of the unit manager, Tammy Lysons, MT Autism Education Project Katie Mattingley, GT/MTSS Jenny Jarvis, CSPD Director Anne Carpenter, Continuing Ed & Stipend Programs Annette Viciado Young, and 619 Coordinator (Special Education Preschool) Lucy Beltz.



CETA

MT Autism Education Project (MAEP) - Katie
Recruiting and Retention - Annette VY
Hearing Conservation Program - Lucy
Sign Language Interpreters/Testing - Lucy
Deaf or Hard of Hearing - Lucy
Paraprofessionals - Tammy & Anne



CETA

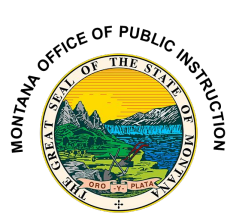
Professional Learning - Tammy

Comprehensive System of Personnel Development (CSPD) - Anne & Tammy

Early Childhood - Lucy

Multi-Tiered Systems of Support (MTSS) - Jenny

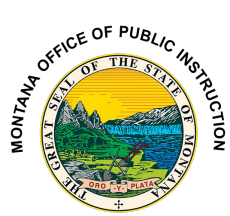
Gifted and Talented - Jenny



Family Resources

Annette Gorton is the Special Education Family and School Liaison for the Family Resources unit.

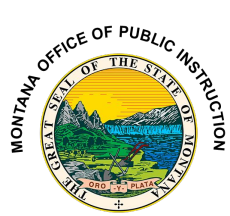
The liaison supports strong partnerships and collaborative working relationships between families and schools by providing technical assistance, resources, and other educational opportunities to benefit Montana students who receive special education services.



School Improvement and Supports

John Gorton oversees this unit. He has five staff: Mercer Cislo, Alicia Herman, Desiree Johnson, Crystal Wright, and Jillian Bellah.

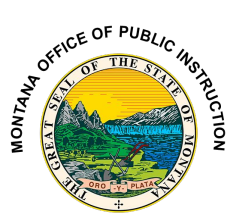
This unit oversees the Integrated Monitoring System. They can answer general special education questions.



Data Systems and Reporting

Kristie Sears is the data and reporting manager.

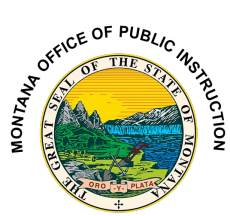
She collects and assists in analyzing special education data.



Data Systems and Reporting

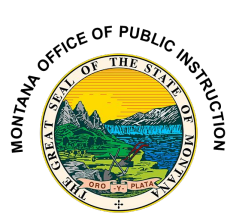
There are four data collections throughout the year:
Child Count, Exiting, Post-School Outcomes, and
Behavior.

It is also important to remember to accurately record your personnel as we are required to report this to the Office of Special Education Programs (OSEP).



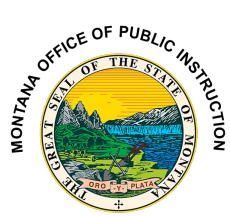
Data Systems and Reporting

In addition to the data collections, there are several other resources available. These include: Educational Environments/Setting of Service Information, Public Reporting of IDEA Data, Significant Disproportionality, and Assessment Data.



Dispute Resolution

The Early Assistance Program (EAP) provides technical assistance to help parents, adult students, guardians, school district staff, advocates and other members of the special education community understand the requirements of the Individuals with Disabilities Education Act (IDEA) and implementing Montana Laws.

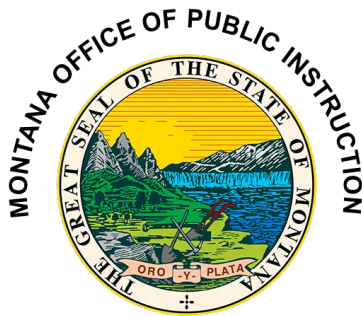


Dispute Resolution

Dispute Resolution consists of IEP Facilitation, Mediation, State Compliant, and Due Process Hearing.

Mandi Gibbs and Angie Griner make up this unit.

*The Special Education Division cannot provide legal advice.

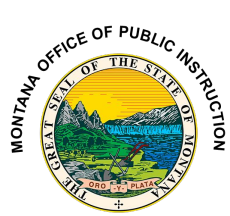


School Nutrition

Safety and Student Supports

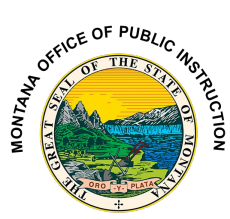
School Nutrition Programs Director - Christine Emerson

School Nutrition Assistant Director - Erin Turner



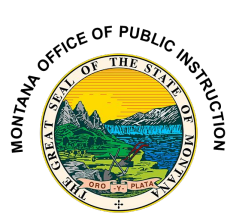
MT SCHOOL NUTRITION PROGRAMS

- National School Lunch Program (NSLP)
- School Breakfast Program (SBP)
- Fresh Fruit and Vegetable Program (FFVP)
- Afterschool Snack Program (ASP)
- Summer Food Service Program (SFSP)
- Special Milk Program (SMP)
- USDA Foods
- DoD Fresh
- Montana Team Nutrition
- SUN Bucks (Summer EBT) Summer 2024 & 2025 only



What Does OPI SNP do for Schools?

- Support schools in operating School Nutrition Programs
- Provide Trainings, Resources, & Technical Assistance
- Conduct Administrative and Procurement Reviews to ensure compliance
- Process Payments Monthly to your School for Reimbursable Meal Claims
- USDA Foods
- Support F2S Efforts
- Equipment Grants
- Technology (MAPS, DCA & FRAPP, CEP)




SNP Professional & Hiring Standards

Professional Standards & Hiring Standards for School Service Directors

Professional Standards



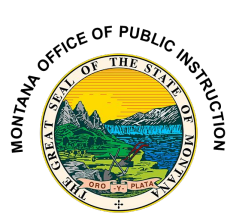
These standards ensure school nutrition professionals have the knowledge, training, and tools they need to plan, prepare, and purchase healthy food to create nutritious, safe, and enjoyable school meals. The additional final rule, Hiring Flexibility under Professional Standards, establishes flexibilities for hiring standards under the Professional Standards regulations.

School Nutrition Program Position	Required Training Hours
Program Director This person oversees all aspects of the School Nutrition Program in their district. This includes administering, planning, directing, assessing, implementing, and evaluating the program.	12 annual training hours
Program Manager Large districts that have a centralized kitchen and satellite kitchens often have a Program Manager for each satellite kitchen to oversee food production and service.	10 annual training hours
Program Staff working ≥ 20 hours/week. This is anyone that is employed to work in the School Nutrition Program.	6 annual training hours
All Program Staff working < 20 hours/week.	4 annual training hours
 All school staff involved with meal service & benefit issuance must complete annual civil rights training . All nutrition staff involved with purchasing food must take an annual procurement training .	

Hiring Standards For New School Nutrition Program Directors

New directors — those hired on or after July 1, 2015 — are subject to the education requirements below. School Nutrition Program Directors are the individuals responsible for the operation of school nutrition programs for all schools under the local educational agency (LEA).

Minimum Prior Training Standards	All new School Food Service Directors are required to have: At least 8 hours of food safety training either not more than 5 years prior to their starting date or completed within 30 calendar days of employee's starting date. Maintain the Managers Food Safety Certificate on file.
Student Enrollment	Required Qualifications
$\geq 10,000$ Students Billings Public Schools Great Falls Public Schools	Must have at least one of the following: <ul style="list-style-type: none"><input type="checkbox"/> Bachelor's degree, or equivalent educational experience, with academic major in specific areas.*<input type="checkbox"/> Bachelor's degree in any academic major and at least 5 years experience in management of school nutrition programs.
2,500-9,999 Students Belgrade Public Schools Bozeman Public Schools Butte Public Schools Helena Public Schools Kalispell Public Schools Missoula County Public Schools	Must have at least one of the following: <ul style="list-style-type: none"><input type="checkbox"/> Bachelor's degree, or equivalent educational experience, with academic major in specific areas.*<input type="checkbox"/> Bachelor's degree in any academic major and at least 2 years of relevant experience in school nutrition programs.<input type="checkbox"/> Associate's degree or equivalent educational experience, with academic major in specific areas.* and at least 2 years of relevant experience in school nutrition programs.
$\leq 2,499$ Students 51 Sponsors in Montana	Must have at least one of the following: <ul style="list-style-type: none"><input type="checkbox"/> Bachelor's degree, or equivalent educational experience, with academic major in specific areas.*<input type="checkbox"/> Bachelor's degree in any academic major, and at least one year of relevant experience in school nutrition programs.<input type="checkbox"/> Associate's degree or equivalent educational experience, with academic major in specific areas.* and at least one year of relevant experience in school nutrition programs.<input type="checkbox"/> High school diploma (or GED) and at least 3 years of relevant experience in school nutrition programs.
< 500 Students 199 Sponsors in Montana	OPI School Nutrition Programs can approve a candidate who meets the educational standards as listed for schools with $\leq 2,499$ students, but has less than 3 years of experience.



SY 2025-2026 Continuing Education Calendar



MONTANA OPI SCHOOL NUTRITION PROGRAMS School Year 2025-2026 Training Schedule and Continuing Education Opportunities

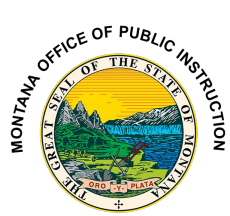
>> [TEAMS link to join the Webinars](#) <<

Activity	Location	Time	Date	Professional Standards Codes/Hours
August				
Webinar Wednesday: USDA Foods & Monthly Allocation Instructions	TEAMS	2-3 PM	Wednesday, August 13, 2025	
Webinar Wednesday: Direct Certification Application (DCA)	TEAMS	2-3 PM	Wednesday, August 20, 2025	3000/3100/1
Webinar Wednesday: How to Process Online Free/Reduced Applications (FRAPP)	TEAMS	2-3 PM	Wednesday, August 27, 2025	3000/3100/1
September				
Webinar Wednesday: For School that are on Administrative Review – Tips for Completing Off-Site Questions in MAPS	TEAMS	2-3 PM	Wednesday, September 3, 2025	
MASBO - Training for School Business Clerks, OPI SNP may have breakout session	In-Person Billings Registration Required	8-4 PM	Tuesday, September 9, 2025	
Webinar Wednesday: Resource Management (NPRT, Adult Meals, Allowable vs Unallowable Costs)	TEAMS	2-3 PM	Wednesday, September 10, 2025	1000/2000/3000/4000/6
MASBO - Training for School Business Clerks, OPI SNP may have breakout session	In-Person Helena Registration Required	8-4 PM	Wednesday, September 10, 2025	
Webinar Wednesday: Fresh Fruit and Vegetable Program	TEAMS	2-3 PM	Wednesday, September 17, 2025	1100/2100/3200/1
Webinar Wednesday: Verification for Determining Officials	TEAMS	2-3 PM	Wednesday, September 24, 2025	3000/3100/1
October				

SNP Fall Workshops:

October 16th, PIR Day

- 9am-12pm
Administrative Business clerks/Claim Contacts, Determining Officials
- 1pm-4pm
Food Service Directors & Kitchen Staff



MT SCHOOL NUTRITION PROGRAMS

School Nutrition Programs Checklist SY 2025-26

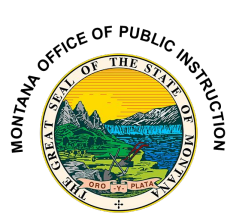


Use this document to check off School Nutrition Programs requirements as they are completed.

Assign individual responsibilities to staff and document the date they are finished. Keep this checklist on file for your reference.

- Refer to the School Nutrition Programs Checklist for requirements and due dates
- SY25-26 Administrative Update Packet was emailed and available on our website
- FSD can reach out to their [OPI SNP Regional Specialist](#)
- Keep your MAPS Agreement Contact Info Updated so we can contact you

Task	Deadline	Documentation	Date Completed	Who
Free and Reduced (F/R) Benefits				
*Complete direct certification through the Direct Certification Application (DCA) <u>at least 3 times per year</u> . Mail notice of direct certification to households.	<ul style="list-style-type: none">Beginning of SY3 months into SY6 months into SY	Update Point of Sale. Maintain DCA lists on file.		
*Have F/R applications available for those who are not directly certified. We recommend opting into & using our Online Application FRAPP to reduce paper application errors and for easy processing of the application via DCA.	Start of school year (ongoing)	Record procedure		
*Approve F/R applications. Mail approval/denial notification to households. If using Online FRAPP, approval & email notification is a breeze!	Start of school year (ongoing)	Keep applications		
*Update any F/R students from the previous school year without a current application to paid status. Mail notification of change in eligibility.	30 operating days after first day of school	Update Point of Sale		
Verification (Does not apply to Provision/CEP schools except to submit the Verification Report in MAPS)				
*Select households for verification.	On October 1	Use the verification activity tracker		
*Complete verification process	By November 15	MAPS		
*Submit Verification Report (FNS-742) in MAPS	By November 30	MAPS		
Community Eligibility Provision (CEP)				



Determining Official's Role

Steps before or as school starts & continue throughout SY

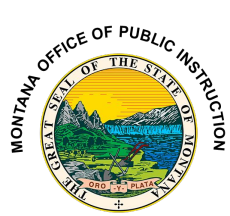
1. Conduct Direct Certification
 - a. Potential Matches
 - b. Extended Eligibility
 - c. Manual Direct Certification
2. Send Direct Certification Notifications
3. Send F/R Applications
4. Process Applications
5. Send Notifications of Approval/Denial
6. Repeat - Ongoing

[Free/Reduced Applications & Letters to Households](#)



Process & Categorize Free/Reduced Applications

1. Free
 - a. Directly Certified - DO NOT PROCESS (must keep on file)
 - b. Free - Categorial
 - c. Free- Income
2. Reduced - Income
3. Denied
4. Conduct Verification
 - a. 3% Random or Error Prone if <80% response rate previous SY
 - b. October 1 - Record Application Counts
 - i. Calculate Sample Size for verification
 - ii. Send HH Verification Notification Letters
 - c. October 31 - Record Student Counts
 - d. November 15 - Deadline to collect household documentation & complete verification process, notifying HH of results
 - e. November 30 - Deadline to Submit Verification Report in MAPS, started Nov 1.



Community Eligibility Provision (CEP)

Reimbursement Rates SY25-26

- Non-pricing (all students can eat one free meal per service)
- Schools, groups of schools or school districts must have an Identified Student Percentage (ISP) of at least 25% as of April 1st of the school year prior to implementing CEP & opt into operating by June 30th each year.
- ISP rates are multiplied by a factor of 1.6 to determine CEP reimbursement rates.
 - Example: A school has a 48% ISP Rate
 $48\% \times 1.6 = 76.80\%$

Claim Rates for SNP Rate Year: July 1, 2025 to June 30, 2026

Federal Reimbursement Rates

National School Lunch Program

	60% or More	Less Than 60%
Free	4.6200	4.6000
Reduced	4.2200	4.2000
Paid	0.4600	0.4400

School Breakfast Program

	Severe Need	Non-Severe Need
Free	2.9400	2.4600
Reduced	2.6400	2.1600
Paid	0.4000	0.4000

After School Meal Supplements

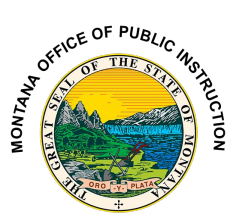
	Area Eligible	Regular
Free	1.2600	1.2600
Reduced	N/A	0.6300
Paid	N/A	0.1100

Special Milk Program

Paid	0.2675
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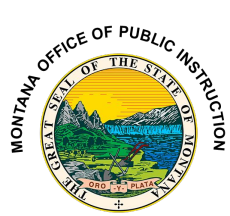
Federal Performance-Based Reimbursement Rates

July	0.0900	November	0.0900	March	0.0900
August	0.0900	December	0.0900	April	0.0900
September	0.0900	January	0.0900	May	0.0900
October	0.0900	February	0.0900	June	0.0900



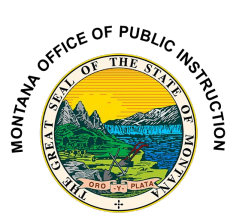
School Food Service Director Role

- Plan daily & weekly meals to ensure all required [meal pattern requirements](#) are met
 - Stay up to date with USDA meal pattern changes/nutrition requirements/buy American provision
 - Just Serve or Offer vs. Serve (OVS)
- Complete daily production records (receipt to show a reimbursable meal was offered)
- Accurately count meals at point of service as child receives meal (OVS ensure it is reimbursable) based on free/reduced/paid benefit status
- [Food Safety & Accommodating for Disabilities](#)
- Annually order USDA Foods (February in MAPS)
- Allocate USDA Food orders/delivery (monthly in MAPS)
- Complete 12 hours continuing education annually and track all food service staff training (Annual MTSNA Conference, [OPI SNP Webinar Wednesday, Fall Workshops](#), ICN, etc.)
- Etc. (not a complete list)



School Claim Contact Role

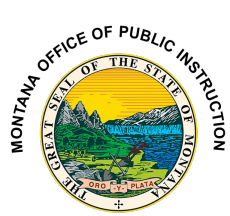
- Accurately consolidate FSD/cashier daily meal counts to enter monthly claim by the 10th of the following month in MAPS
- Ensure all reimbursements and payments accrue to the NPSFSA Fund 12
- Ensure NPSFSA Fund 12 is only used for allowable SNP expenses
- Ensure accurate adult (non-program) daily meal counts to ensure either the adult or school adds revenue to NPSFSA to cover cost of [adult meals](#).
- Ending Fund Balance not negative or exceed average 3 month expenditures (or a spend down plan will be required)
- Follow proper procurement procedures to ensure competitive purchases (micro, small, formal) & Buy American Provision (Applicable to the FSD role too)
 - Procurement Resource Packet - Includes sample Policy & Procedures, Tools for Purchasing, etc.
 - 8210 Procurement Document - MTSBA/OPI SNP Sample
- Submit annual MAPS SNP Application/Agreement packet & keep updated throughout the year



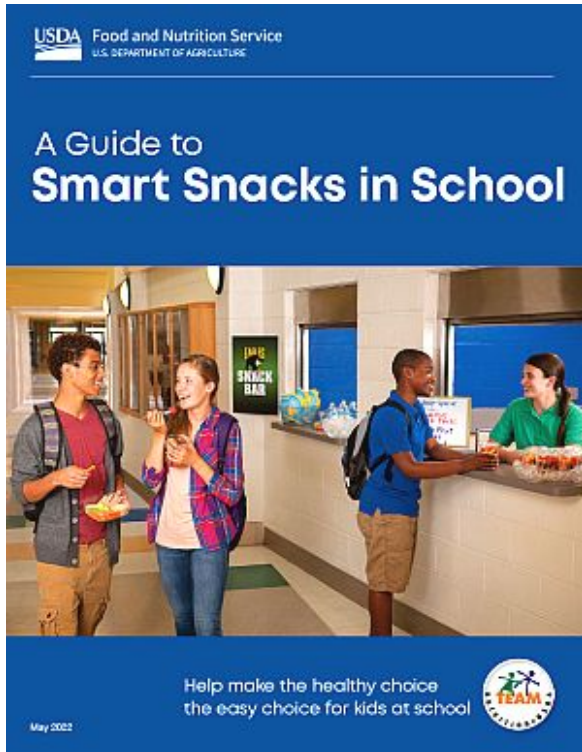
Superintendent Roles (perhaps)

Create or Maintain These Required SNP Policies/Procedures:

- School Wellness Policy (2510)
 - Conduct Formal Assessment of SWP triennially and post results publicly
 - Local School Wellness Policy Self-Review Checklist (for school to use to see if SWP meets USDA requirements)
 - Smart Snacks
- Written Procurement Procedures (or Policy 8210 or 8211)
- Meal Charge Policy (8205)
 - 2017 Edition - Overcoming the Unpaid Meal Challenge: Proven Strategies from our Nation's Schools
 - Montana School Boards Association Model Meal Charge Policy
 - Unpaid Meals Best Practices Video
 - Unpaid Meal Charges - Policy Guidance & Resources



Smart Snacks in Schools



Which food and beverages sold at school need to meet the Smart Snacks Standards?

1

Any food and beverage sold to students at schools during the school day,* other than those foods provided as part of the school meal programs.

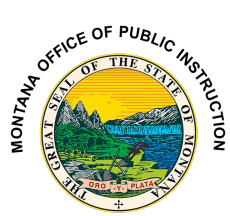
2

Examples include à la carte items sold in the cafeteria and foods sold in school stores, snack bars, and vending machines.

3

Foods and beverages sold during fundraisers, unless these items are not intended for consumption at school or are otherwise exempt by your State agency.

* The school day is defined as the midnight before to 30 minutes after the end of the school day.

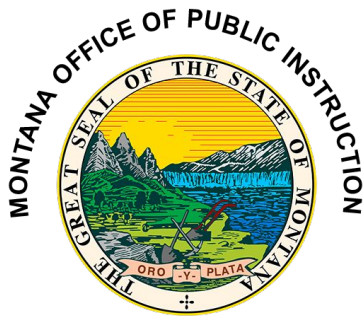


MT SCHOOL NUTRITION PROGRAMS

SY25-26: OPI SNP Administrative & Procurement Review (about every 5 years & follow-up reviews required as needed)

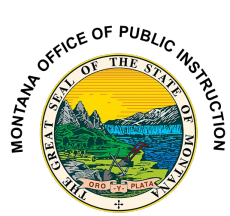
Anaconda Public Schools	GF Childrens Rcvg Home	Park City Public Schools
Anderson Elementary	Highwood Public Schools	Plentywood K-12 Schools
Auchard Creek Elementary	Joliet Public Schools	Rapelje Public Schools
Augusta Public Schools	Kalispell Public Schools	Red Lodge Public Schools
Bainville K-12 Schools	Kila Elementary	Reed Point Public Schools
Belfry K-12 Schools	Lavina K-12 Schools	Ryegate K-12 Schools
Blessed Trinity Schl	Lincoln K-12 Schools	St Matthew School
Cardwell School	Livingston Public Schools	St. Regis K-12 Schools
Cascade Co Reg Youth Home	Lone Rock Elementary	Sun River Valley Pub Schls
Commun. Counsel & Corr Ser	Luther Elementary	Swan River Elementary
Culbertson Public Schools	Medicine Lake K-12 Schools	Ulm Elementary
Drummond Public Schools	Missoula Co Public Schls	Vaughn Elementary
Elliston Elementary	Missoula Youth Homes	West Valley Elementary
Froid Public Schools	Montana Air National Guard	Westby K-12 Schools
Fromberg K-12	Montana City Elementary	Whitehall Public Schools
Frontier Elementary	Morin Elementary	Wolf Point Public Schools
Geraldine Public Schools	Nkwusm School	





Standards Revisions, Professional Development Portal, & HUB Updates

Academic Outcomes & Instruction
Division Administrator - Marie Judisch

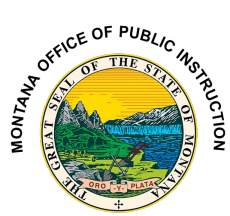


Montana Content Standards

The K-12 content standards describe what students shall **know, understand, and be able to do**. These K-12 standards define end-of-year expectations and a cumulative progression designed to enable students to meet college and career readiness expectations no later than the end of high school. Montana content standards are guidelines school districts can use to develop their curriculum. ***They are not the curriculum.*** In Montana, each school district develops its own curriculum and teachers decide on how they will provide instruction to ensure student learning meeting grade level content standards.

- [English language proficiency;*](#)
- [English language arts and literacy;*](#)
- [Mathematics;*](#)
- [Arts;](#)
- [Health and physical education;](#)
- [Science;*](#)

- [Career and technical education;](#)
- [Computer science;](#)
- [Library media and information literacy;](#)
- [Social studies](#)
- [Technology integration](#)
- [World Languages](#)



Montana Content Standards



Montana Content Standards

Montana Office of Public Instruction

Select Language ▼



SIGN IN



VIEW AS: **TILES** TABLE

Framework Index ⓘ

<https://mt-satchel.commongoodlt.com/>

Search framework titles, categories, and identifiers



▼ CURRENT Standards

Montana Arts Content Standards 2016



Montana Content Standards for Career and Technical Education (2021)



Montana Content Standards for Computer Science (2021)



Montana Content Standards for English Language Arts and Literacy 2011



Montana Content Standards for Library Media and Information Literacy (2021)



Montana Content Standards for Mathematics 2011



Montana Content Standards for Social Studies (2021)



Montana Content Standards for Technology Integration (2021)



Montana English Language Proficiency Content Standards 2025



Montana Health and Physical Education Content Standards 2016



Montana Mathematics Content Standards (2024)



Montana Science Content Standards 2016



Montana Social Emotional Learning (SEL) Competencies



Montana World Languages Content Standards 1999



▼ REPEALED Standards

Montana Career and Vocational/Technical Content Standards (REPEALED)



Montana Content Standards for Social Studies (REPEALED)



Montana Information Literacy/Library Media Content Standards (REPEALED)

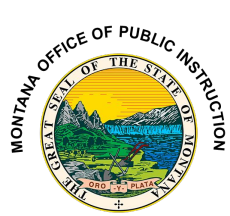


Montana Technology Content Standards (REPEALED)



Montana Workplace Competencies Content Standards (REPEALED)



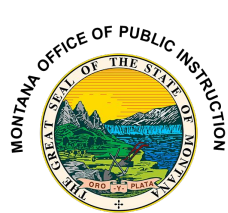


Montana Content Standards

Current Standards in Revision:

Cycle	Content Standards	Review/ Research	Revision	Negotiated Rulemaking	Adoption Phase	Adoption	School Implementation
I	English Language Proficiency	January 2023 – February 2023	March 2023 – April 2023	May 2023 – August 2023	September 2023 – March 2024	May 2024	July 1, 2025
II	Mathematics	September 2022 – March 2023	April – October 2024	November 2024 – March 2024	March 2024 - January 2025	January 2025	July 1, 2026
III	World Languages	January – March 2023	April – August 2023	September – December 2023	January - June 2024	September 2024	July 1, 2026
IV	English Language Arts/ Literacy	September 2023-March 2024	April – October 2024	December – March 2025	March – June 2025	September 2025	July 1, 2027

As of July 2025, the following content standards' revisions timelines are TBD: *Health and Physical Education, Arts, Science, Social Studies, Career and Technical Education, Technology Integration, Computer Science, and Library Sciences*. The Board of Public Education determines the content standards revision schedules in coordination with the Office of Public Instruction.



Montana Content Standards

The purpose of the content standards revision process is to ensure Montana public schools are setting high academic standards for our great state. Find important information, ways to participate in task forces or negotiated rulemaking committees, and find opportunities for public comment.

STANDARDS REVISION INFORMATION

Resources & Information

- ▶ Proposed Standards Draft and Relevant Research
- ▶ Economic Impact of ELA Content Standards Revisions
- ▶ ELA Standards Revision - Task Force Members
- ▶ Historical Documents
- ▶ Meeting Documents

Montana's New Math Standards

What District Boards of Trustees Need to Know

ONLINE RESOURCES



Why Did We Update the Math Standards?

We updated the math standards to make them clearer, more useful, and better for students, families, and educators.

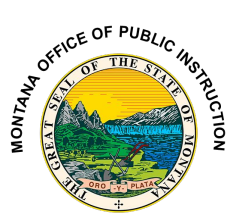
- **Based on New Research:** The standards now include the latest ideas on how students learn math best, with new ways to teach and learn math that connect to students' lives.
- **Keeping Up with Today's World:** The standards include skills students need, like understanding data, using technology, and exploring jobs in trades and careers.
- **Easier to Understand:** We removed unnecessary details so teachers, students, and families can understand and use the standards better.

What's Different?

- The total number of standards has been reduced, making them more focused and easier to teach, while maintaining rigor.
- Math standards require contextual examples relevant to Montana's Indigenous Peoples and local communities.
- Elementary standards emphasize essential skills like time and money.
- The standards emphasize critical thinking, problem-solving, and data literacy—skills students need for college, careers, and active citizenship.
- High school students can choose math courses aligned with their career goals, supporting diverse post-graduation pathways.

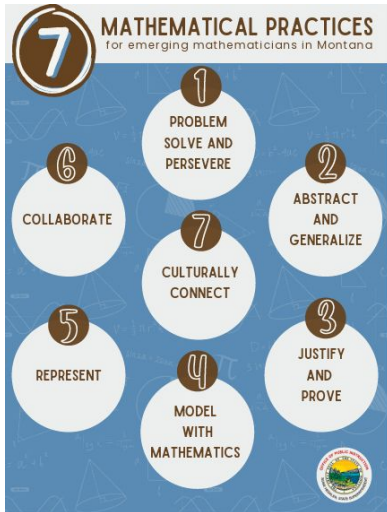
How School Boards Can Support Implementation:

- Work with district leaders to confirm that the local math curriculum aligns with the new standards.
- Invest in Professional Development to support ongoing training so teachers understand the new standards and effective teaching methods.
- Provide families with clear information about the new standards and how they can support student learning.
- Encourage school leaders to use assessment data and classroom observations to guide teacher support, identifying and sharing successful practices.
- Work with school leaders to monitor implementation and ensure that the new standards are being taught in classrooms as intended, using a clear process to track progress and address challenges.
- Consider reviewing district policies or documents that reference mathematics content standards and updating outdated references to Common Core.



Montana Content Standards

Professional Learning on New Math Standards!



Montana Math: Monthly Implementation Webinars

Because great teaching deserves great support.

A free statewide webinar series designed to guide educators through Montana's new math standards, instructional shifts, and available resources. Sessions will include:

- Practical guidance
- Job-embedded strategies
- Aligned to your curriculum work
- A community of professionals engaging in shared learning

4:00 PM MT
EVERY THIRD THURSDAY
AUGUST 2025 - APRIL 2026



BIG SKY STANDARDS

Real World Data

Why are data skills woven into the new Montana math standards? Why do they matter for students today, and how can they drive real classroom engagement? Join us for a practical, Montana-focused workshop series exploring these questions and more!



L Tuesday, August 19
4 PM MT
Virtual Via Zoom



First Webinar

Learn why data science is part of Montana's new math standards and how local data can boost student engagement.



About the Series

This free monthly professional development series is aimed at helping educators bring Montana's new math standards to life using real-world data and practical classroom strategies.

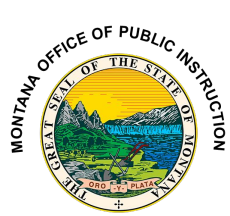


dataScience4
MONTANA

Questions? Email
OPCSI@mt.gov



Sign up here



Professional Development Providers

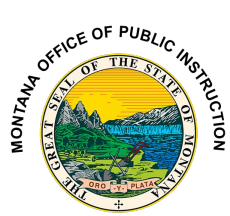
How to Apply - Approval to Offer Professional Development Units for Multiple Events

Complete the following steps to apply to become an Approved Professional Development Unit Provider for Multiple Events:

1. Check to make sure your school is not an Approved Professional Development Unit Provider already by checking the [OPI Professional Development Unit Provider Directory](#). It is possible that someone within your organization has already applied before and you are simply unaware of the existing approval.
2. If your school is not an existing Approved Professional Development Unit Provider, please fill out the [Registration form on the Professional Development Unit Provider System](#).
3. OPI Professional Learning staff (OPIPDUPS@mt.gov) will notify you of the status of your application within seven business days. If approved, OPI Professional Learning staff will provide you with login information and instructions for using the Professional Development Unit Provider System.

Data Collection Responsibilities of PDU Providers:

- **Approved providers must** deliver compliant PD activities and gain prior approval of events, issue official certificates, report annually on offerings and attendance, and keep records for five years.



Professional Development Providers

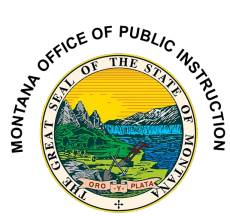
Appropriate Professional Development Unit Activities

Administrative Rule of Montana (ARM) [10.57.215](#) outlines what professional development unit activities are appropriate for professional development units. The professional development unit activities must be:

- a planned and structured experience,
- of benefit to the educator's professional development as defined in ARM [10.55.714](#),
- an exposure to a new idea or skill or an extension of an existing idea or skill, and
- consistent with PK-12 public school curriculum.

Awarding professional development units for activities such as *planning time, general staff meetings, unstructured mentorship time, or as compensation for additional work duties* does **not** meet ARM [10.57.215](#). Although these activities may be consistent with important professional learning educators engage in, they do not meet the definition of activities appropriate for professional development.

Per ARM 10.57.215 PROFESSIONAL DEVELOPMENT AND RENEWAL REQUIREMENTS (2a): One hour of attendance at a professional development activity = one professional development unit. We accept whole numbers only.

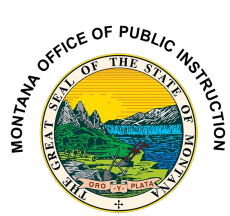


Professional Development Providers

Professional Development Considerations for School-Based Providers

ARM 10.55.714 outlines professional development as it pertains to the Standards of Accreditation. When planning professional development, the following should be considered:

- ☐ **Is the plan publicly available and accessible** to all employees and stakeholders?
- ☐ **Was the plan developed and evaluated by an advisory committee** composed of a majority of teachers?
- ☐ **Does the plan align with** the district **Graduate Profile and Integrated Strategic Action Plan** (ARM 10.55.601)?
- ☐ **Does the plan address** the safety, well-being, and mental health of students and staff?
- ☐ **Does the plan center on teachers** as key to student learning and include all members of the school community?
- ☐ **Does the plan support** individual, team, and organizational reflection, learning, and growth?
- ☐ **Does the plan build** leadership and instructional capacity through active learning and adult learning theory?
- ☐ **Does the plan reflect research and model** effective teaching, learning, and leadership practices?
- ☐ **Does the plan enhance teacher expertise** in content knowledge, instructional strategies, technology use, and high standards?
- ☐ **Does the plan provide** ongoing opportunities for feedback, reflection, and collaborative planning?
- ☐ **Is learning embedded in daily practice and sustained** with substantial time, resources, and coaching where practical?
- ☐ **Is the plan integrated into** a coherent, long-term professional learning strategy?
- ☐ **Is the plan evaluated for impact** on instructional practice and student learning, with results guiding future professional development?

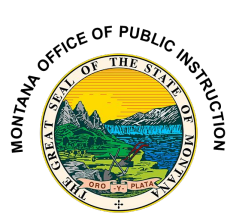


Teacher Learning Hub

The Montana OPI Teacher Learning Hub houses free professional development for educators, with over 170 courses across key areas: Assessment, Career & Technical Ed, Fine Arts, School Administration, Health, Indian Education, ELA & Literacy, Math, Mental Health, Science, Social Studies, Special Education, Support Staff, and Universal Instructional Strategies.

- Includes self-paced and facilitated options
- Covers foundational skills, leadership, technology, and culturally responsive teaching
- Features specialized series: IEFA Essential Understandings, MAST, Dyslexia, MTSS, trauma-informed practices
- Designed to support educators in addressing diverse student and community needs

All courses have been recently reviewed or are currently in the process of being reviewed by content and course development experts to ensure alignment with current best practices in education and adult learning theory. This rigorous review process guarantees that the materials are research-based, relevant, and designed to effectively engage adult learners through practical application, active learning strategies, and opportunities for reflection and collaboration.



Teacher Learning Hub

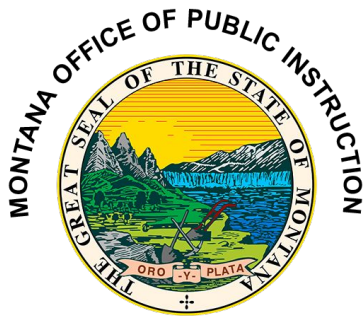
The Montana OPI Teacher Learning Hub will transition to a new Learning Management System on **September 1, 2025**. Please ensure all coursework in the current system is completed by **August 31**. The Learning Hub will be closed for approximately one month during this transition.

Educators should:

- **Verify** that completed courses are recorded in their Teach Montana account.
- **Download course completion certificates.** Certificates for courses completed after September 2024 can be found in the Learning Hub under your profile in the Miscellaneous section.

Please note that educators are responsible for maintaining records of their professional development certificates for licensure purposes. A notification was sent to all Learning Hub users on **July 31** explaining this process. Additional updates about the new platform will follow and be posted on the Teacher Learning Hub.

For assistance, please submit a help ticket through the Hub. Our team will be happy to support you!

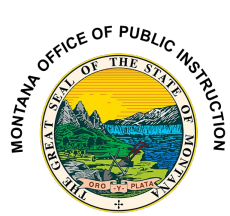


Federal Reporting/EGrants

Opportunities and Innovative Learning

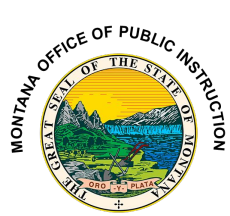
Division Administrator- Krystal Smith

Title I, Federal Grants Unit Director - Zach Hawkins



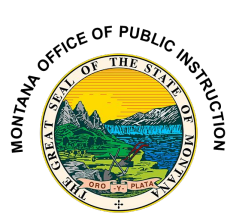
E-Grants

- The E-Grants System is a web-enabled system for PK-12 education in the State of Montana.
- The system supports the grant application from the allocation of funds and application for funding, through payment accountability, reporting to the grantor, and grant close-out.
- The system hosts both state and federal grants.
- E-Grants is accessible to all subgrantees via the Internet without the need for installing special software or hardware

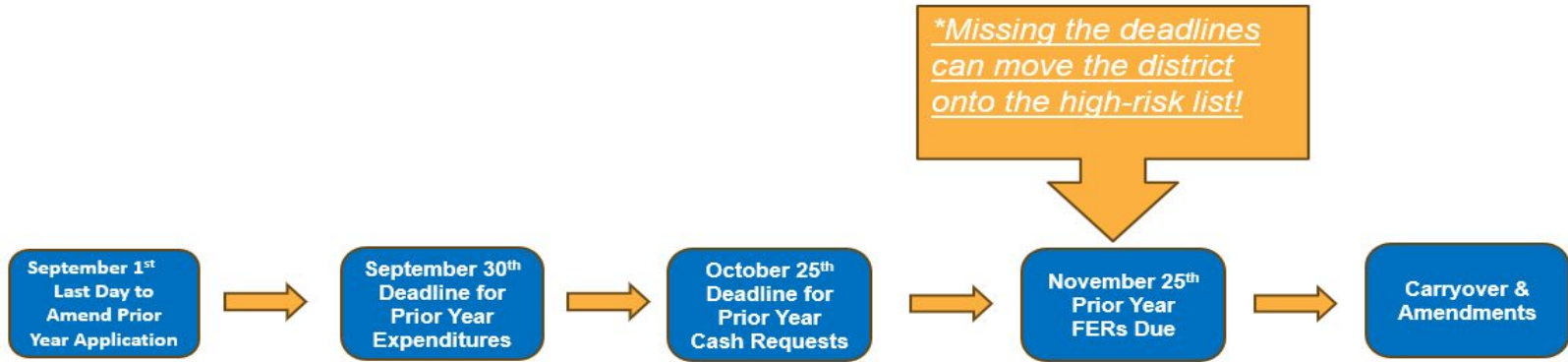


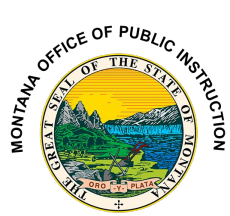
Title Programs

- Title I A: Supplemental supports for children with identified academic deficiencies
- Title II A: PD, teacher retention, recruitment, class size reduction
- Title III: Support for English Language Learners
- Title IV A: Well rounded education, safe and healthy schools, effective use of technology
- Title V B: Supplemental supports for rural low income schools
- Title IX: McKinney Vento Homeless Program

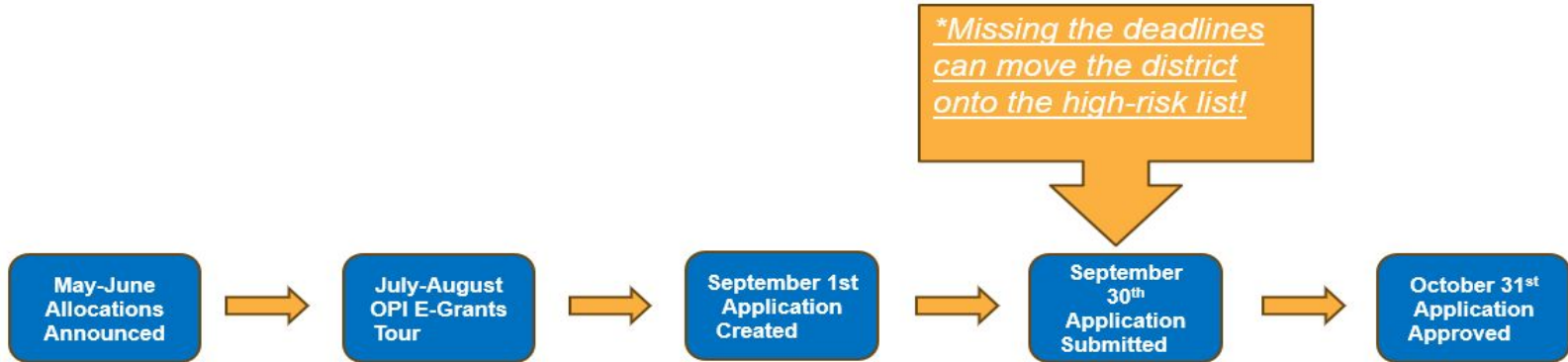


School Year Timeline

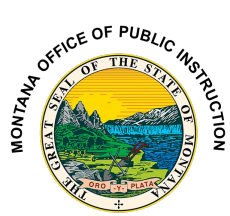




ESEA Application Timeline



- Allocations posted on website and loaded into E-grants once finalized.
- Application creation and submission deadlines help keep programming on track and allow for timely drawdown of funds as programming occurs.
- Cash requests and amendments can be made after initial application approval.



Program Contacts

Title I A: Kim Rebich kimberly.rebich@mt.gov; 406-410-4578

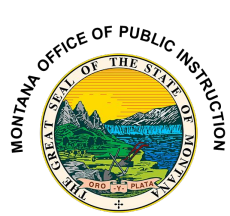
Title II A: Marisa Britton-Bostwick marisa.britton-bostwick@mt.gov;
406-444-0794 (State Foster Care POC)

Title III: Serena Wright serena.wright@mt.gov; 406-410-4098

Title IV A: Paige Sedahl paige.sedahl@mt.gov; 406-422-2821

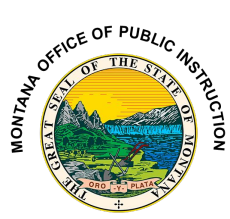
Title V B: Marisa Britton-Bostwick marisa.britton-bostwick@mt.gov;
406-444-0794

Title IX: Justine Guthrie justine.guthrie@mt.gov; 406-444-2036 (State Homeless
POC)



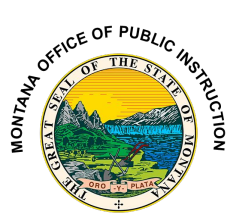
Funding Status

- Titles I A and V B loaded into e-grants
- Titles II A, III, and IV A will be loaded soon
- Further guidance and support will be provided by OPI Federal Programs Team



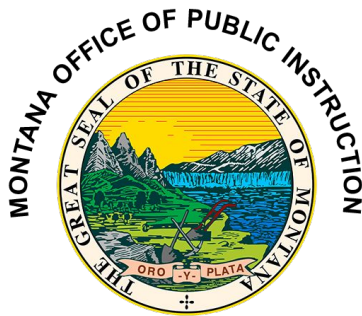
To-Do Items

- Ensure you have E-grants access for AR role
CentralUpdates@mt.gov
- Find out who your district homeless liaison and foster care POC are
- Review Your districts last year's ESEA application



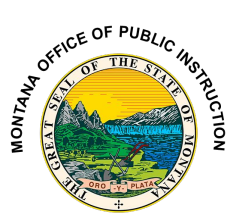
Questions???

Zach Hawkins zachariah.hawkins@mt.gov;
406-444-3083



Career, Technical, and Adult Education

Opportunities and Innovative Learning
Division Administrator- Krystal Smith
CTAE Director - Shannon Boswell



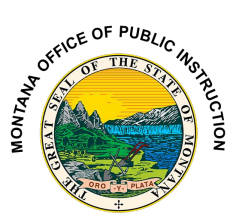
Career, Technical, and Adult Education



**YOUR CTAE
CHALLENGE**

To have a Comprehensive CTAE Program by:

- Providing Technical Skills
- Offering higher-level WBL
- Connecting to Industry Standards
- Offering Industry Recognized Credentials
- Engaging Students in Career Exploration and Leadership
- Meeting the needs of your local businesses and community
- Promote Lifelong Learning through Adult Community Education Programs



Career, Technical, and Adult Education

Funding Streams for CTE



State Funding Allocation

\$1,500,000 for secondary K-12 CTE Programs

[MCA 20-7-305](#)

\$240,000 for middle school CTE Programs through HB 357

Funding will begin in FY 27- details released early 2026

[CTE Funding Resources Page](#)



Secondary Carl Perkins Allocations

\$3,302,071.00 to local programs in FY 26

[Perkins V Resource Website](#)

Carl Perkins Reserve Grant

\$60,000 for middle school CTE programs FY 26

[Perkins V Resource Website](#)



Other Sources

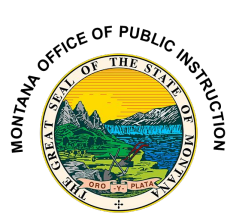
[Advanced Opportunities Grant](#)

[Advancing Agricultural Education](#)

[2025-26 Perkins Reserve Grant Application](#)

[2025-26 Perkins Nontraditional Occupations Grant](#)

[Future Ready Payments](#) (STARS ACT) FY 28



Career, Technical, and Adult Education

STATE CTE FUNDING DISTRIBUTION

[MCA 20-7-306](#)

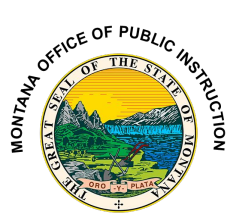


Weighted Measures

- CTE Enrollment
- CTSO and Members
- Extended Contract
- General Fund Expenditures
- Participation in Workforce Development Activities

Data Location

- Infinite Campus
- CTSO Organizations
- Confirmation from Districts
- FY 25 School Finance Reports
- Infinite Campus Course Codes and Course Set up



Career, Technical, and Adult Education

Carl Perkins Grant



Federal Funding supporting career and technical education



Districts must have approved Montana Career Pathways

- Class A - Three Approved Pathways
- Class B - Two Approved Pathways
- Class C - One Approved Pathway

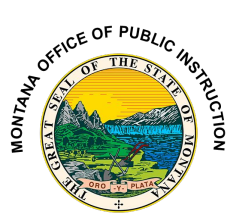


Complete grant application with CLNA or Advisory Minutes

- by June 30th



Must complete ALL data reports for Perkins and ALL Federal Grants



Career, Technical, and Adult Education

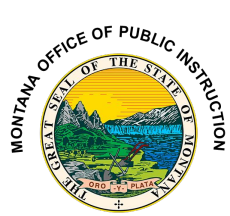
**FISCAL YEAR 2027
>>> UPDATES**

**COMPREHENSIVE LOCAL
NEEDS ASSESMENT**

CTE REGIONAL MEETINGS

- Northcentral Region- Great Falls, MT September 10, 2025
- Northwest Region- Pablo, MT September 15, 2025
- Southwest Region- Butte, MT September 18, 2025
- Southcentral Region- Billings, MT September 22, 2025
- Eastern Region- Glendive, MT September 23, 2025

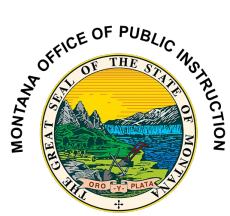




Career, Technical, and Adult Education

PERFORMANCE MEASURES

- Four Year cohort Graduation Rate
- Reading, Math, Science
- Post-Program placement
- Non-Traditional program concentrator
- Work-Based Learning Credits

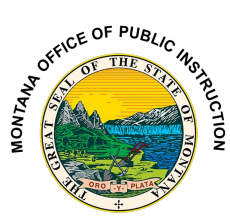


Career, Technical, and Adult Education

PERFORMANCE MEASURES - DATA

- Four Year cohort Graduation Rate
 - Comparing CTE Concentrators to overall graduation rate
- Reading, Math, Science -
 - Concentrators ACT scores
 - Students must be marked as concentrator in Infinite Campus Report
- Post-program placement-
 - Fall CTE Data Collection follow up of CTE Concentrators from spring graduation



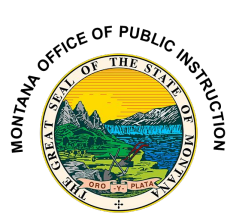


Career, Technical, and Adult Education

PERFORMANCE MEASURES - DATA

- Non-traditional program concentrator
 - Calculated on the male or female enrollments in courses that are underrepresented by gender. Examples: Male students in nursing or early childcare. Female students in Welding and Fabrication or Advanced Manufacturing
- Work-based Learning Credits
 - Indicating WBL credit in Infinite Campus Report for students.
 - This may also be calculated by WBL course codes





Career, Technical, and Adult Education



DATA TIMELINES



Fall Data Collection

Opens November 1
and closes December
31, 2025



End of Year CTE Data Collection

Opens May and
closes June 2026



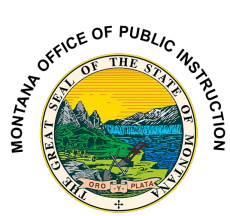
Fall Teacher Class

Opens October and
closes October 31,
2025

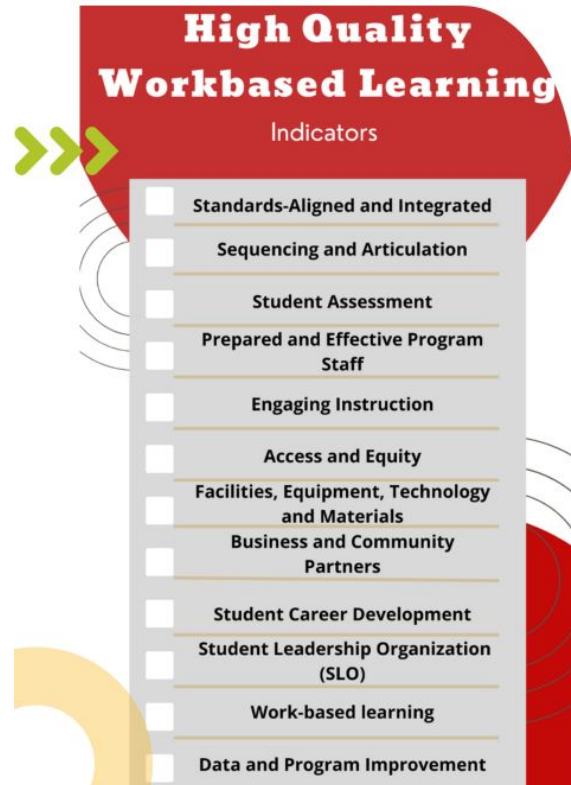


Spring Teacher Class

Opens February and
closes February 14,
2026



Career, Technical, and Adult Education



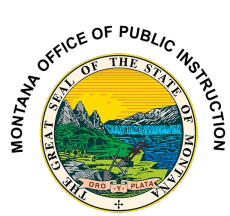
WHY IS WORK BASED LEARNING DIFFERENT THAN WORK RELEASE?

Workbased Learning

- Research has determined high quality work-based learning when implementing twelve components in collaboration. Those include the list in the graphic to the left.

Effective WBL happens when the following are in place:

- The full continuum of work-based learning experiences, progress in intensity, and are accessible to every student at some point during their career program of study.
- Work-based learning experiences are aligned with relevant national, state and/or local standards.
- Work-based learning experiences develop and reinforce relevant technical, academic and employability knowledge and skills.
- Work-based learning experiences are intentionally aligned with each student's education and career goals.
- Work-based learning experiences are provided through delivery methods that maximize meaningful interaction with business professionals.



Career, Technical, and Adult Education

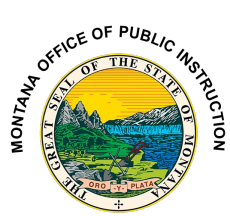
WORK- BASED LEARNING RESOURCES

- [New WBL Course Codes](#)
- [WBL Manual](#)
- [WBL Google Folder](#)
- [WBL Resources Links](#)



12993	Business and Marketing— School- based Enterprise	12S BUS, 12S BM, 23S WBL	Business and Marketing—School-based Enterprise courses provide students the opportunity to learn about and manage an entrepreneurial operation related to business and marketing within a school setting. Students will develop interpersonal and professional skills. Topics may include operations, product services management, pricing, distribution, and marketing.	Business Management, and/or Finance and/or Marketing
12994	Business and Marketing— Career Project-based Learning	12S BM, 12S BUS, 23S WBL	Business and Marketing—Career Project-based Learning courses provide students with an introduction to careers in the business and marketing field. Students will work in cooperation with local businesses, community organizations, or non-profit agencies to explore and solve real-world problems that could arise in the workplace. These courses occur in a classroom setting and typically do not include work in the field.	Business Management, and/or Finance and/or Marketing
12998	Business and Marketing— Workplace Experience	12S BUS, 12S MAR, 12S BM, 23S WBL	Business and Marketing—Workplace Experience courses provide students with work experience in fields related to business and marketing. Goals are typically set cooperatively by the student, teacher, and employer (although students are not necessarily paid). These courses may include classroom activities as well, involving further study of the field or discussion regarding experiences that students encounter in the workplace.	Business Management, and/or Finance and/or Marketing





Career, Technical, and Adult Education



WORK- BASED LEARNING RESOURCES <<<

Jobs for Montana Graduates

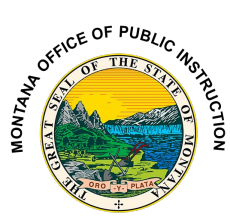
- JMG Programs Increase: Graduation Rates, Work Experience & Employment upon Graduation
- Tackle the labor shortage by providing work-ready students with essential professional skills.

Montana Registered Apprenticeships

- Apprenticeship is the oldest known form of skills training, and it's a great way to get your foot in the door of an in demand and high paying field. As an apprentice, you'll learn from seasoned professionals who will teach you the skills of their trade. You'll also get paid from day one, while you learn.

Work-Based Learning Data Dashboard - MT Reach Higher

- The dashboard aims to make data on WBL in Montana available and accessible to inform the work of the collaborative, program builder, and decision-makers across the state.
- The information will help to improve workforce supports, WBL, and education opportunities so that young people are better prepared for employment success and employers gain skilled workers.



Career, Technical, and Adult Education

MONTANA CAREER AND TECHNICAL STUDENT ORGANIZATIONS



[BPA](#)

Business Professionals
of America



BUSINESS
PROFESSIONALS
of AMERICA

[FCCLA](#)

Family, Career and
Community Leaders of America



[FFA](#)

The National FFA
Organization



[TSA](#)

Technology Student
Association



[DECA](#)

Distributive Education Clubs
of America



[HOSA](#)

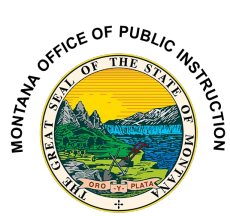
Health Occupations Students
of America



SkillsUSA

Students, Teachers and Industry
United to Succeed in America





Career, Technical, and Adult Education

CTAE NEW PROFESSIONALS WORKSHOP SERIES

New CTE Professionals Workshop Series 2025

A Free Professional Development Event for CTE in Montana
UP TO 10 RENEWAL UNITS AVAILABLE

The Office of Public Instruction's Career, Technical, & Adult Education unit invites all new Montana Career & Technical Education (CTE) professionals to participate in a FREE hybrid professional learning experience.

Who benefits from the New CTE Professionals Hybrid Workshop?

- New to the CTE classroom or with five years or less of experience in Montana.
- Local administrators, counselors, and CTE or WBL coordinators
- Individuals who have participated in the past are also invited to participate again.

What are the benefits of attending the workshops?

- Discover leadership and professional growth opportunities
- The fundamentals of Career & Technical Education, federal and state funding programs, professional organizations, curriculum resources, program standards and guidelines.
- Marketing and advising Career & Technical Student Organizations (CTSOs).
- Advanced learning opportunities for CTE students through dual enrollment and work-based learning.



REGISTER TODAY

WORKSHOP TOPICS

SEPTEMBER 16TH

Virtual Session 1

- Welcome and Introductions
- Connections: Important Resources for Montana CTE Teachers
- Mini Breakout Session - Charms, Challenge, Changes

SEPTEMBER 30TH

Virtual Session 2

- Industry Partnerships Best Practices
- Employability Skills and Career Ready Practices
- Preparing Students for Life long learning

OCTOBER 15TH

In Person Session - Bozeman, MT - Best Western GranTe Inn and Convention Center

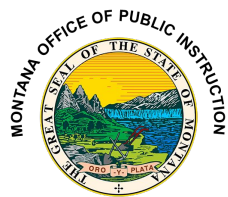
- Welcome & Wellness
- Engaging Special Populations in CTE - Classroom Management Tips and Tricks
- State and Federal Funding Requirements
- Break - Networking
- CTE Program Area-Specific Breakouts with OPI CTE Specialists

NOVEMBER 6TH

Virtual Session 3

- CTE Curriculum and Instruction Pacing and Preparation
- CTE and Adult Education Partnership for Life Long Learning





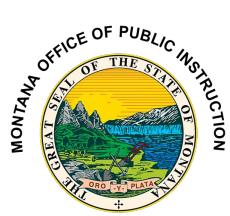
Career, Technical, and Adult Education

Montana ACTE Fall Institute Bozeman, MT October 16-17

“Imperfection is Perfection in CTE!”		
 Fall Institute—2025 Best Western Plus GranTree Inn—Bozeman, MT Agenda at a Glance Subject to Change		
Time	Location	Session
October 15, 2025		
8:30-8:30	Foyer	Registration Opens
8:30-8:00		Meeting of the Montana ACTE Board Officers
October 16, 2025		
7:30-10:30	Convention Area	Registration Open
7:30	Convention Area	Trade Show Opens
7:45-8:15	TBA	First Timers Session
8:30-9:00	TBA	OPENING SESSION
9:00-10:00	TBA	Keynote Address: Jeff Butler
10:05-10:25	Convention Area	Visit Exhibitors - Power Sessions
10:30-12:00	Convention Area	Division Business Meetings
10:05-10:25	Convention Area	Visit Exhibitors - Power Sessions
12:30-1:30	TBA	Montana ACTE Luncheon
1:35-4:55	Convention Area	Visit Exhibitors - Power Sessions
2:00-3:15	Convention Area	CTE GENERAL Session
BREAKOUT SESSIONS		
TBA		From Xbox Building Blocks
3:30-4:25	TBA	Ignite Imagination: Adobe Express for Student Engagement
	TBA	Engaging Teaching Strategies
	TBA	All Things Apprenticeships
		Bringing Health Science to Life
BREAKOUT SESSIONS		
TBA		School Famos: The Good, the Bad, and the Ugly
4:30-5:05	TBA	From Bell to Business: The Power of School-Based Enterprise
	TBA	Real-World Ready—Integrating Industry & Work-Based Learning in Health Science Classrooms
	TBA	How Career Advisors and AEC Can Help You
5:30-6:00	Convention Area	Networking Social
		Apprenticeship Authority on RuffaloCrawings
6:00-7:00	TBA	Montana ACTE Awards Banquet

Time	Location	Session
October 17, 2025		
8:00-9:30	TBA	Montana ACTE Partnership and Business Meeting
9:30-12:30	Office	Partners/CTE Business & Industry Tours
	TBA	Tech Savvy Teaching: PowerUp with Canva!
9:30-10:20	TBA	20 Resources for
	TBA	The Science of Flow—Leveraging Neuroscience to Engage Students and Personalize Career Pathways
	TBA	Montana Economic and Employment Outlook
10:30-11:20	TBA	Engaging in a Plunk: Interactive Classroom Activities You Can Use Tomorrow
	TBA	
	TBA	Early Access, Leading Impact: The Power of Dual Enrollment
	TBA	Integrating Education and Training (IET) for Montana Adult Education Residents
11:30-12:20	TBA	Health Science Certification Labs—A Deep Dive into NCHE and Student Considerations
	TBA	
12:30-2:00	Convention Area	Renewal Lunch Signing

**MONTANA ACTE**
Association for Career & Technical Education



Career, Technical, and Adult Education

Scholarship for Montana ACTE Fall Institute Registration

Montana ACTE Fall Institute Scholarship Application sponsored by OPI

Event Timing: October 15-17
Event Address: GranTree, Bozeman, MT

This scholarship will cover your early bird registrations but not your Montana ACTE Membership. By applying for this scholarship, you are ensuring that you are also registered and attending the OPI New Professionals Workshop Series (all four sessions).

Scholarship application must be submitted by the end of the day (11:59 pm MST) on September 8, 2025. Verification of your OPI New Professionals Registration has been completed. Montana ACTE membership is not required; however, it is strongly recommended.

Please note that Perkins funding as well as State CTE funding can be used to support Professional memberships, conference registrations and travel expenses.

[Scholarship Link](#)

QUESTIONS CONTACT OUR CTAE UNIT



Career Technical and Adult Education Director - Shannon Boswell

Family & Consumer Sciences Specialist - Gayla Randel

Agricultural Education Specialist - Eric Tilleman

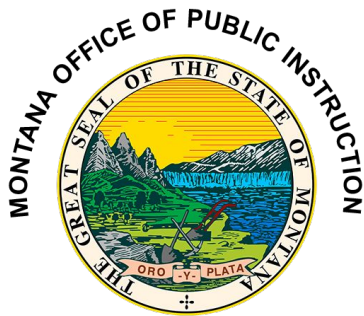
Health Science Specialist - Jamie Corley

Industrial Technology Education Specialist - Kaitlin Trutzel

Business Education Specialist - Ethan Igo

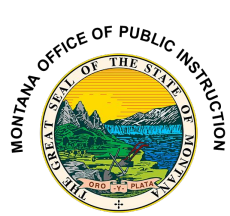
Adult Education and HiSET State Administrator - Katie Madsen

Adult Education Program Specialist- Emily Fuller



Educator Licensing

School and Educator Effectiveness
Division Administrator- Crystal Andrews



TeachMT

- Are you staffed as your district Superintendent?
 - Is your district staff accurate?











Filters

State EPP Tribe County **District** School

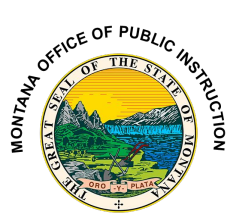
Belgrade Elem

Organization: Belgrade Elem [+ Add District Staff](#)

Show 10 entries

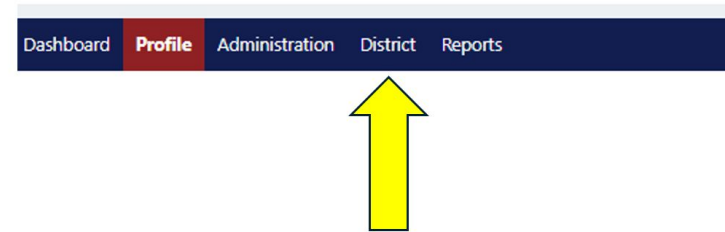
USER NAME	SEID	NAME	TEACHMT ROLE
 View Profile		Semerad, Deanna M	Superintendent
 View Profile		Olson, Harold	Superintendent Designee
 View Profile		Church, Lisa A	District Finance
 View Profile		Halgren, Tracey R	HR Designee
 View Profile		Reynolds, Thomas E	HR Director

Showing 1 to 5 of 5 entries



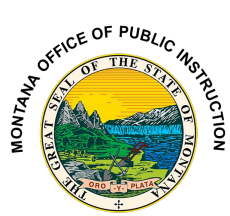
Useful Tools

- Check on the status of an application
 - Go to your District tab
 - Search by person or application














District Application Search

District	<input type="text" value="Lewistown Elem"/>		
Application:	<input type="text" value="All Applications"/>		
Application Status:	<input type="text" value="All Statuses"/>		
Applicant's Name:	<input type="text" value="Search Applicant's Name"/>		
Submitted Between:	<input type="text" value="mm/dd/yyyy"/>	and	<input type="text" value="mm/dd/yyyy"/>
<input type="button" value="Search"/> <input type="button" value="Clear Search"/>			



Useful Tools

PERSON 	APPLICATION 	STATUS 	SUBMITTED 
	Renewal Renew Administrator, Renew Class 1 Professional Teacher License	Approved	01/02/2025
	Renewal Renew Class 2 Standard Teacher License	Approved	05/05/2025
	Renewal Renew Class 2 Standard Teacher License	Approved	06/04/2025
	Renewal Renew Administrator, Renew Class 1 Professional Teacher License	Deficient - Resubmitted	04/09/2025
	Renewal Renew Administrator, Renew Class 1 Professional Teacher License	Approved	04/11/2025
	Renewal Renew Class 1 Professional Teacher License	Approved	04/23/2025
	Renewal Renew Class 1 Professional Teacher License	Approved	01/02/2025





Emergency Authorization

Help documents
can be found here.



Contact Support

Phone
(866) 455-1440

Email
support@teachmontana.com

Online
Submit Support Ticket

Licensure Resources

- [FBInstructions.pdf](#)
- [Class8_Renewal.pdf](#)
- [Notary Page.pdf](#)
- [POS_SchoolCounselor.pdf](#)
- [POS_SPED_Supervisor.pdf](#)
- [POS_SchoolPsychologist.pdf](#)
- [POS_Supervisor.pdf](#)
- [POS_Teacher.pdf](#)
- [Class4_WorkExperienceVerification.pdf](#)
- [Class7_Initial.pdf](#)
- [Class7_Renewal.pdf](#)
- [Class8_Initial_EmploymentEligibility.pdf](#)
- [Background Supplemental Form.pdf](#)
- [Class7_TE_WorkExperienceVerification.pdf](#)
- [TeachMT-Class7_ApplicationUserGuide.pdf](#)

District Guides

- [TeachMT - Staff Assignments.pdf](#)
- [TeachMT - Emergency Authorization.pdf](#)
- [District FAQ's.pdf](#)
- [TeachMT - District - Create Person.pdf](#)
- [Starting an Emergency Authorization.mp4](#)



General Resources

- [AltRecommendation_Teaching.pdf](#)
- [POS-ALT_Teacher.pdf](#)

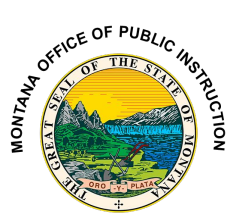
Out of State Resources

- [UR_Principal.pdf](#)
- [UR_SchoolCounselor.pdf](#)
- [UR_SchoolPsychologist.pdf](#)
- [UR_SPED_Supervisor.pdf](#)
- [UR_Superintendent.pdf](#)
- [UR_Supervisor.pdf](#)
- [UR_Teaching.pdf](#)
- [Verification_of_Experience.pdf](#)
- [Out-of-State-License-History.pdf](#)

General User Guides

- [TMT Account Registration.pdf](#)
- [TeachMT - Application.pdf](#)
- [TeachMT - Internships.pdf](#)





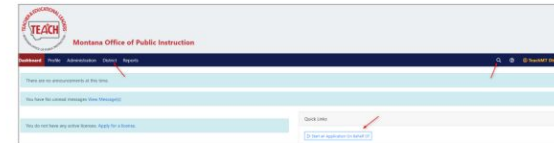
Emergency Authorization

User Guide for Starting an Emergency Authorization

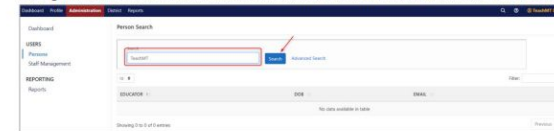
District Superintendent

The educator will need to be added to your staff (district or school educator) for you to complete your portion of the application. (Please see the staff management user guide for staffing instructions.)

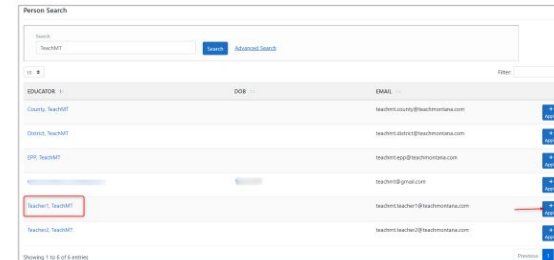
There are several ways to search for a person. Either from the **Start an Application on Behalf** button on your dashboard, from the **Person Search** within the **District** menu item section, or using the magnifying glass icon in the blue header bar.

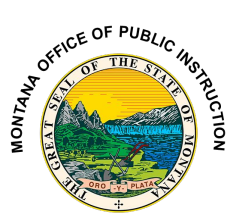


If using the Person Search, use either the basic or advance search features to locate the educator.



Once you have located the educator, click the **+Start Application** button.





Emergency Authorization

KI

Emergency Authorization

Pending Review

Contingency Item

Emergency Authorization

Evaluator:
Crystal Andrews

Overview

ELEMENTS

- Endorsement
- Employment Information
- 2025/26 School Year Job Posting
- Educator Qualifications
- County Superintendent
- Notary Page
- Background Check
- Character & Fitness

- Payment
- Summary

APPLICANT

View User Profile

- This application was submitted on 08/07/2025
- This invoice was paid in full (\$7.92) on 08/07/2025 07:37 AM

Emergency Authorization Overview

Delete Application

An Emergency Authorization of Employment is issued to the school district. TeachMT will now allow school districts to pay the fee for this application.

Please note: Emergency authorization of employment for special education teachers is prohibited under federal regulations and is unavailable to a district for such positions.

See the Requirements/Elements table from the Overview or Summary to see which portion of this application you need to fill out. Please keep in contact with the school district until all the element of this application are completed. The application will not be able to be fully submitted until all the application elements are complete.

Once all application elements are complete, the Applicant or District Superintendent (or their Designee) will be able to proceed to make the payment in the Payment section of this application.

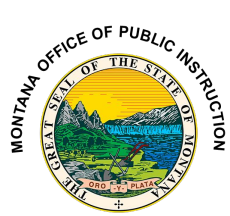
Change Status To: Approved Change Status

Assigned To: Crystal Andrews Reason: N/A Assign

Requirements

ELEMENT	SUBMISSION STATUS	SUBMITTED BY	REVIEW STATUS
Endorsement *		District User	
Employment Information *		District User	
2025/26 School Year Job Posting *		District User	
Educator Qualifications *		Applicant	
County Superintendent *		County User	
Notary Page *		Applicant	
Background Check *		Applicant	
Character and Fitness *		Applicant	N/A

* indicates a required element

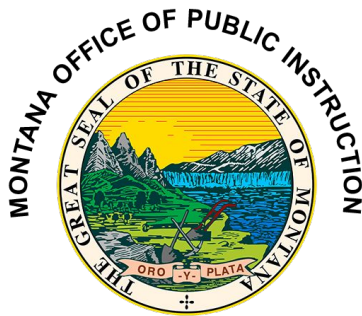


Questions???

Educator Licensure Unit

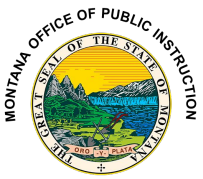
Email- cert@mt.gov

Phone- 444-3150



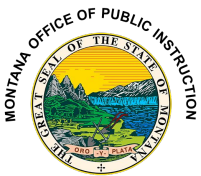
School Accreditation

School and Educator Effectiveness
Division Administrator- Crystal Andrews
Accreditation Specialist - Ellery Bresler



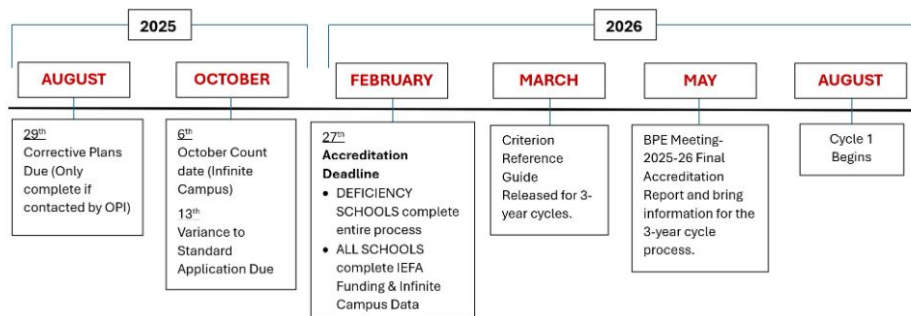
Accreditation Website

Families & Students		Educators		Leadership	Directory
Academic Success Administrators Professional Learning After School Programs Every Student Succeeds Act (ESSA) Executive & Teacher Leadership Academies Montana Advanced Opportunities Federal Programs Transformational Learning	Assessment & Accountability Educator Licensing & Preparation Task Forces Educator Preparation Montana Aligned to Standards Through-Year School Accreditation Statewide Testing	Data & Reporting Access OPI Reporting Systems AIM-Achievement in Montana CSPR Find & Request Data Data and Research GEMS Data Warehouse Privacy & Data Governance Youth Risk Behavior Survey	Finance & Grants District Travel Reimbursements E-Grants Elections Legislative Updates School Finance School Nutrition Payments	Management & Operations Emergency Planning & Safety Legal Division Montana Schools Directory Office of the Superintendent OPI Secure Portal School Innovation, Flexibility & Efficiency School Nutrition IT Resources for Schools - Programs & Grants	OPI Communication Education Advocates MASS Resources OPI Email Communication OPI Monthly Compass OPI Navigator OPI Productions Subscribe to Emails



Accreditation Website

Accreditation Timeline



[Cycle Grouping List](#)

ANNOUNCEMENTS

[New Superintendent's Training - August 12th,](#)

[2025 10:00AM-11:30AM](#)

[https://mt.gov.zoom.us/j/85141331838?
pwd=81ODJpsPdk1Adk8D26brOnowd2JmCA.1](https://mt.gov.zoom.us/j/85141331838?pwd=81ODJpsPdk1Adk8D26brOnowd2JmCA.1)

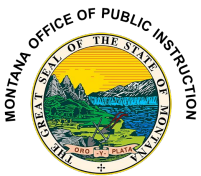
Meeting ID: 851 4133 1838

Password: 844099

Dial by Telephone

+1 646 558 8656

- ▶ FY2025 Accreditation Process
- ▶ Accreditation Guidance Website
- ▶ School Climate Survey
- ▶ Comprehensive Needs Assessment
- ▶ Course Code Resources



Rules for Accreditation

CHRISTI JACOBSEN
MONTANA SECRETARY OF STATE

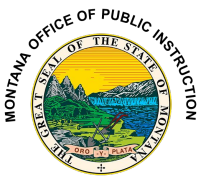
< STANDARDS OF ACCREDITATION

- ☐ Subchapter 10.55.1 General Provisions
- ☐ Subchapter 10.55.2 Administration and Supervision
- ☐ Subchapter 10.55.3 Personnel
- ☐ Subchapter 10.55.4 School Program
- ☐ Subchapter 10.55.5 School Facilities
- ☐ Subchapter 10.55.6 General Provisions
- ☐ Subchapter 10.55.7 School Leadership
- ☐ Subchapter 10.55.8 Educational Opportunity
- ☐ Subchapter 10.55.9 Academic Requirements
- ☐ Subchapter 10.55.10 Program Area Standards



Rules for Accreditation can be found in
ARM 10.55 Standards of Accreditation

Link to [Standards of Accreditation](#)



Administrative Rules of Montana

- The Montana Board of Education adopts standards of accreditation upon the recommendation of the Superintendent of Public Instruction
- Updated Rules for Accreditation went into effect July 1, 2023



Categories of Accreditation

Regular Accreditation

The school has met the assurance standards and student performance standards.

Regular with Minor Deviation

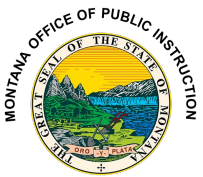
The school does not meet all the requirements of regular accreditation.

Advice

The school exhibits serious and/or numerous deviations from the standards.

Deficiency

The school is in advice status for two years, has not complied with required corrective plan, and continues to have serious and/or numerous deviations, or has substantially increased the seriousness of deviations over the previous year.



Accreditation Process



Phase 1

**2023-24 Foundational elements of
the Integrated Strategic Action Plan
Rubrics A-J**



Phase 2

**2024-25 Remaining elements of the
Integrated Strategic Action Plan
Rubrics L-R**



BIG ANNOUNCEMENT

- **ALL** Districts will have to complete the following during the SY2025-26
 - How you spent your IEFA funding
 - Infinite Campus Data
 - General Assurances
- **Schools in DEFICIENCY STATUS must complete all components (from the past two years)**

Going Forward - 3 Year Cycles of all Components

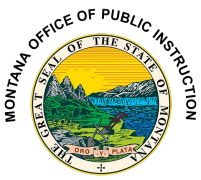
Cycle 1
2026-2027

Cycle 2
2027-2028

Cycle 3
2028-2029

[MASS Region List](#)

Montana Office of Public Instruction



Corrective Plans 2024-25

- [ARM 10.55.605\(6\)](#) For a district with a school in advice or in deficiency status, the district administrator and the chair of the local board of trustees shall submit to the Superintendent of Public Instruction a corrective plan, including a systematic procedure and timeline for resolving the deviations noted.
- Additional Board Requests:
 - Root Cause
 - What was the root cause as to why the school was in Advice or Deficiency
 - Responsibility
 - Who is responsible for ensuring that the corrective plan is met?
 - Monitoring & Evaluating
 - How will the plan be monitored and evaluated?
 - Board Approval of Corrective Plan
 - Has the district Board of Trustees approved the plan?

Corrective Plans for
2024-25 are due on
August 29, 2025.



Corrective Plan Requirements

Corrective Plan

Open Date: Jun 23, 2025

Due Date: Aug 29, 2025

STATUS: NOT OPEN

LOCKED

Reset All

CP. Corrective Plan for schools that had an overall accreditation status of Advice or Deficiency.

Please select the reason why the school is in a corrective plan and describe a systematic procedure and timeline for resolving deviations.

Select the reason you are in a corrective plan. Select all that apply.

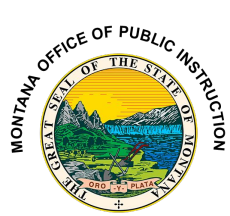
☐ Assurance Standards (Rubrics A-R)

☐ Student Performance Standards (SPA-SPC)

Required

Please describe your systematic procedure and timeline for resolving deviations.

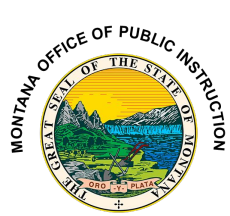
Corrective Plans for 2024-25 are due on August 29, 2025.



Variance to Standards

Variance to Standards - [ARM 10.55.604](#)

- Can be applied for all assurance areas **EXCEPT**
 - standards stating statutory criteria
 - standards pertaining to educator licensure endorsement
 - content standards
- **Due Date:** Second Monday in October of each school year. (**October 13th, 2025**)
- Common applications include ratio requirements for library, school counselor, and administrators.
- Contact OPIAccred@mt.gov for more information

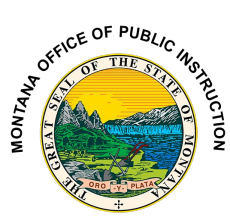


Where to Find Application

Families & Students	Educators	Leadership	Directory
Academic Success Administrators Professional Learning After School Programs Every Student Succeeds Act (ESSA) Executive & Teacher Leadership Academies Montana Advanced Opportunities Federal Programs Transformational Learning	Assessment & Accountability Educator Licensing & Preparation Task Forces Educator Preparation Montana Aligned to Standards Through-Year School Accreditation Statewide Testing	Data & Reporting Access OPI Reporting Systems AIM-Achievement in Montana CSPR Find & Request Data Data and Research GEMS Data Warehouse Privacy & Data Governance Youth Risk Behavior Survey	Finance & Grants District Travel Reimbursements E-Grants Elections Legislative Updates School Finance School Nutrition Payments
	Management & Operations Emergency Planning & Safety Legal Division Montana Schools Directory Office of the Superintendent OPI Secure Portal School Innovation, Flexibility & Efficiency School Nutrition IT Resources for Schools - Programs & Grants	OPI Communication Education Advocates MASS Resources OPI Email Communication OPI Monthly Compass OPI Navigator OPI Productions Subscribe to Emails	

Scroll all the way down to the bottom of the accreditation page

STANDARDS OF ACCREDITATION	VARIANCES TO STANDARDS	PUBLIC CHARTER SCHOOLS	EDUCATOR EVALUATION
<ul style="list-style-type: none">Administrative Rules of Montana Title 10, Chapter 55ARM 10.55 Standards of Accreditation Appendix FilesEndorsement & Course CodesMontana Board of Public Education InformationAnnual Montana Accreditation ReportsFour Day School WeekSEID Creation Guide	<ul style="list-style-type: none">ARM 10.55.604Application MaterialsBoard MembersApproved Applications and Meeting Materials	<ul style="list-style-type: none">BPE Charter ResourcesBPE Performance Framework CriteriaDistrict Applicants	<ul style="list-style-type: none">ARM 10.55.724ResearchTools



Questions???

Accreditation Unit

Email- opiaccred@mt.gov