

The OPI Monthly Summary: April 2019

Office of the Superintendent.....	3
○ Legislative Session Wrap Up	
○ 2020 Montana Teacher of the Year	
○ ESSA Report Cards Available	
Superintendent Arntzen’s Initiatives.....	4
Accreditation and Educator Preparation.....	5-6
○ Corrective Plans	
○ Digital Content Providers Registered in Annual Reporting	
○ FY 2019 Course Code Changes	
○ 2019 AP Summer Institute	
Content Standards and Instruction.....	6-7
○ Content Standards Updates	
○ Professional Learning News	
○ OPI Learning Opportunities Portal	
○ Learning Hub	
○ Summer Reading and Math Opportunities for Students	
○ 2020 Census Resources for Schools	
Finance.....	8-10
○ Upcoming School Election Deadlines	
○ School Finance Division State Paid Tuition and Day Treatment Students	
○ 2019 Montana Association of Pupil Transportation Bus Driver Conference	
○ 2 nd Semester Transportation Claims Deadline	
○ School Finance Webinar: Planning for Year-End Closing	
○ TFS Changes	
Health Enhancement and Safety.....	10-12
○ 2019 YRBS Results Available	
○ Title IV, Part A Budgeting	
○ Traffic Education	
○ School Nutrition	
Indian Education.....	12
○ Framework Learning Hub Course	
○ Indian Education Youth Conferences	

Licensure.....12

- Licensure process flow chart

Office of the Superintendent

Updates in Montana Education

Legislative Session

The 66th Legislative Session is in its final days. This session produced some great outcomes for education in Montana. Most of the 2017 reductions were restored, schools received the largest-ever inflationary increase to BASE Aid, student safety bills were prioritized, and other programs such as special education and career and technical education saw new opportunities. The OPI was proud to advocate for pieces of legislation that put Montana students first. For a full recap document of the 2019 Legislative Session, visit the [OPI's website](#).

2020 Teacher of the Year

Nominations close May 3rd and completed applications from teachers are due June 14th! Thank you to those who have nominated teachers so far. There is still time to send in nominations and please encourage your teachers to fill out an application! Additional information can be found on the OPI's [website](#).

ESSA Report Cards

Report Cards for Montana schools, districts, and the state are now publicly available. The federal Every Student Succeeds Act (ESSA) requires state, district, and school-level data to be displayed on report cards in a concise, understandable, and accessible manner for families and communities. The report cards can be viewed along with additional information on the OPI's new [report card webpage](#). Schools and districts are also required to post them on their local websites or make them available in another format if they do not have a website. Data inquiries can be sent to OPIGEMSHelpDesk@mt.gov and general feedback on the Report Cards can be sent to ESSAInput@mt.gov.

Superintendent's April Events

- Honoring Montana's military families at the Capitol for "Month of the Military Child"
- Montana Ready Day in the Capitol Rotunda with industry partners and students
- "Tagged to Teach" Signing Day at MSU
- Council of Chief State School Officers Legislative Conference
- Education Northwest summit
- Visit with Turner High School students
- IGNITE Awards luncheon
- Radio appearances on KGVO-Missoula and Voices of Montana-Billings
- Recurring [Land Board](#), [Education Advocates](#), Library Commission, Education Caucus, and Tribal Education Caucus Meetings

Follow the Office of Public Instruction on social media:



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



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



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



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



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

Accreditation and Educator Preparation

Corrective Plans

If a school is in Advice or Deficiency accreditation status for 2018-2019 (excluding schools in Comprehensive support), a corrective plan will be due by June 1, 2019.

Click [HERE](#) for the Corrective Plan Form.

For more information, contact [Patty Muir](#) or [Nathan Miller](#).

Digital Content Providers Registered in Montana Annual Reporting

Pursuant to Administrative Rules of Montana (ARM) 10.55.907(5)(b), registered digital content providers serving Montana schools are required to provide an annual report to the Montana Office of Public Instruction by *June 1, 2019*.

ARM 10.55.907(5)—Distance, Online, and Technology Delivered Learning

“(5) Digital content providers serving Montana schools accredited by the Board of Public Education shall:

- (a) annually, by the first Monday in August, register with the Office of Public Instruction;
- (b) annually, by the first Monday in June, identify the Montana school districts served in the current school year by the digital content provider, including the courses and student enrollments for each school district served; and
- (c) document the professional qualifications, including Montana teacher licensure and endorsement, of their teachers of distance, online, and technology-delivered programs and/or courses by providing names and credentials of other licensing entities, when not licensed and endorsed in Montana.”

Email the report to [Patty Muir](#).

For more information, contact [Patty Muir](#).

FY 2019 Montana Course Code Changes

Montana state course code changes have been made for the 2019-2020 school year. Click [HERE](#) to find a complete listing of FY2020 Course Codes with endorsements.

Note that this will affect your Teacher Class uploads for the Annual TEAMS Report in the fall. For questions contact [Patty Muir](#), [Nathan Miller](#), or the OPITEAMS@mt.gov.

2019 Montana Advanced Placement® Summer Institute

June 24-27, in Billings, Montana

Registration has opened for the 4-day AP Summer Institute! This is a call for teachers and administrators to participate in an exceptional training opportunity: the 2019 Montana AP® Summer Institute. Montana State University Billings will host this event at 1500 University Drive in Billings from June 24-27. All workshops are fully endorsed by the College Board with scholarships available. Five subject areas offered include:

- AP® Biology
- AP® English Literature and Composition
- AP® Statistics
- AP® Studio Art
- AP® World History

REGISTER HERE [2019 Montana AP® Summer Institute](#)

SCHOLARSHIP INFORMATION HERE [2019 AP® Summer Institute GT Scholarship](#)

Content Standards and Instruction

Content Standards Updates

DUE MAY 3: Accepting applications for committees for the upcoming revision process

The Content Standards and Instruction Division is accepting applications for revision teams to work on revising the following standards:

- Technology
- Library Media - Information Literacy
- Computer Science
- Social Studies
- Career and Technical Education

Visit the [Montana Content Standards Revision website](#) to learn about the standards. [The application](#) to be part of a revision team is also found on the website.

Revision Work Sessions (Helena)

- July 24-26, 2019: Social Studies, Career and Technical Education/Workplace Competencies
- July 31 - August 2, 2019: Computer Science, Technology, Library Media

[Content Standards 101 course on the Teacher Learning Hub](#)

The *Montana Content Standards 101* course on the Teacher Learning Hub is for anyone interested in gaining a better understanding of how the standards are developed and the history of standards. The course is required for anyone who wants to participate in the upcoming revision process. Visit the [Teacher Learning Hub](#) to learn more about the course. For more information, contact [Colet Bartow](#), 406-444-3583.

Professional Learning News

In the upcoming months, Professional Learning Providers (PLPs) will start receiving emails from Carli Cockrell, the Professional Learning Coordinator for the Office of Public Instruction (OPI) within the Content Standards and Instruction (CSI) Division. Carli looks forward to meeting and talking to the PLPs throughout the state. She can be reached at Carli.Cockrell@mt.gov or (406) 444-0769.

OPI Learning Opportunities Portal

As Professional Learning Providers, you are invited to submit your events to the OPI Learning Opportunities Portal. Visit the [Learning Opportunities Portal website](#) and click the “Submit to Calendar” button to access the form. The Portal is just one of the ways the OPI informs educators about upcoming professional learning opportunities in our state.

Learning Hub

If you haven't already, [check out](#) what more than 11,000 Montana educators have experienced! Our Hub team is always adding and updating our self-paced and facilitated courses. Please check the [Learning Hub homepage](#) for a complete [listing](#) and [catalog](#). For more information, contact OPILearningHub@mt.gov

Summer Reading and Math Opportunities for Students

The OPI is proud to be partnering with Meta Metrics again this summer to offer free reading and math resources to students, teachers, and families to stay engaged in learning during the summer break! Learn more on the [OPI's website](#) and be sure to share this information with students and families in your community.

2020 Census Resources for Schools

Ensuring accurate census counts is very important to federal education funding allocations and may even decide if Montana gets a second representative in Congress! Schools can play an important role in ensuring that all Montana communities are accurately counted in the 2020 census. Learn more here: <https://www.census.gov/schools>.

School Finance

Upcoming School Election Deadlines

- Saturday, April 27th through Sunday, May 5th: Absentee/Mail Ballot Counting Notice
- Monday, May 6th (at noon): Deadline for Absentee Ballot Requests
- Monday, May 6th (noon to 5pm): Late Registration Closed
- Tuesday, May 7th: Election Day
- Monday, May 13th (after 3pm): First Day to Count Provisional Ballots
- By Wednesday, May 22nd (within 15 days of the election): Trustees Canvas and Issue Certificates of Election and Deadline for Organizational Meeting
- Friday, May 31st: Deadline to Request County Conduct School Elections for the Following Year

Ballot Interference Prevention Act: If you have not read the guidance on the Ballot Interference Prevention Act, it may be found [HERE](#). School districts are responsible for ensuring that the proper procedures are followed.

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

State Paid Tuition and Day Treatment Students

Don't forget to submit your 207-18 Student Attendance Agreements (FP-14/14A) for students placed in a group or foster home outside their district of residence and Tuition Reports (FP-15) for students attending private, non-sectarian day treatment programs. The deadline for the OPI to receive these agreements is December 31, 2019. Districts may begin submitting claims for payment with the opening of MAEFAIRS in July.

Additionally, districts may be receiving bills from youth detention facilities. Verify that students are residents of the district. The bills must be paid from either the Tuition (13) or Impact Aid (26) funds.

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

2019 Montana Association of Pupil Transportation (MAPT) Bus Driver Conference

The Montana Association of Pupil Transportation (MAPT) Bus Driver's Conference will be held in Great Falls June 19-21 at the Heritage Inn, 1700 Fox Farm Rd. These trainings give drivers the opportunity to acquire their required 15 training hours. Registration for the conference is open and posted at: www.mapt.webs.com. The tentative agenda is posted [HERE](#). The award applications have also been posted to the [website](#). Please take advantage of submitting applications for your drivers. For other questions or if you need assistance, please contact [Donell Rosenthal](#), 406-444-3024.

2nd Semester Transportation Claims Deadline

By May 24th, districts must electronically enter and submit TR5 Individual Contract Claims and TR6 Bus Route Claims to the OPI. The claims must be signed by the board chair, and a copy sent to the county superintendent upon completion. By June 1st, the county superintendent must review for accuracy and electronically approve claims. A signed paper copy of the claims must be received by the county superintendent before approval is made.

Please see the information below relating to the second-semester pupil transportation payment in June.

Claims Reporting Information:

- The OPI will not continue to receive transportation claims or approvals after the close of business day Friday, June 7th, 2019. Claims received by the OPI after that date will not be paid.
- Normally the OPI is able to accept modified claims through June 30th. However, due to the second year of funding restrictions, there will be no available funds to pay late claims. Therefore, any claims submitted after June 7th will not be paid.
- Please make sure all of your claims and approvals are completed by the deadlines. Remember that the 2017 legislative special session reduced the appropriation for state payments to school districts for transportation reimbursement for both FY2018 and FY2019.
- The OPI will prorate the reductions across total claims for the year and reduce the June payment to schools by that amount. The deadline of June 7th has been established to allow the OPI time to calculate the final actual reductions in time for the June payment.

Accounting Information:

- Keep in mind, districts are required to transfer state or local budgeted and non-budgeted funds to the transportation fund if necessary to eliminate any increase in district property taxes that would otherwise be caused by shortages associated with the transportation block grant reduction (happening in FY 2019) and state transportation appropriation reduction (also happening in FY2019). Districts cannot transfer from the debt service fund or retirement fund.
- The coding to make these transfers on the TFS is as follows:
Revenue String: 5303 available in fund 10 (Labeled as Transfers for Transportation Levy Requirement) Expenditure String: Fund XXX- 997-61XX-913

Districts will only be able to transfer up to the amount of the payment reduction (actual figures calculated in June 2019).

For other questions or if you need assistance, please contact [Donell Rosenthal](#), 406-444-3024.

School Finance Webinar: Planning for Year-End Closing

The OPI School Finance Division will be hosting an interactive webinar event May 23, 2019, from 10 am to noon. This month's webinar is titled "**Preparing for Year-End Closing**". To register for this event, e-mail Debbie Casey at dcasey@mt.gov by May 22, 2019. Debbie will send you the information to attend the meeting when you register.

Additional questions or concerns can be directed to [Kara Flath](#), 406-444-3249.

TFS Changes

We have a new step in the TFS process to certify the status of your Facilities Condition Inventory report. Step 14 has been added and you will need to select the appropriate option for your district. The MCA 20-9-525 states that the report must be updated by 7/1/19 and certified to OPI by 10/31/19 so if you are unable to select that your report has been updated this year, please contact the OPI.

Additional questions or concerns can be directed to [Keri Ludwig](#), 406-444-0783.

Health Enhancement and Safety

2019 YRBS Results Available

The 2019 Youth Risk Behavior Survey (YRBS) has been completed with over 95% of Montana high schools and middle schools participating in the biennial survey. Your school-specific results will be available in early May; accessible from the YRBS web page at www.opi.mt.gov/yrbs. The YRBS measures health risk behaviors that can result in mortality and morbidity through unintentional injury and violence, tobacco use, alcohol and other drug use, sexual behaviors, nutrition and dietary behaviors, and physical inactivity. The Montana (statewide) results should be available in June from the U.S. Centers for Disease Control and Prevention (CDC).

For more information, contact [Susan Court](#), 406-444-3178

Title IV, Part A Budgeting

Watch this short [video on Title IV-A](#) to learn about how you can spend your funding and resources that have been developed to guide you in the process. Please also see our [website](#) or contact [Holly Mook](#), 406-444-0773.

Traffic Education

Registration for Montana DRIVE One-Day Workshops is Open!

This year, Montana DRIVE celebrates 40 years on track in Lewistown! Workshops begin June 3 and run through August 8. Teachers, school bus drivers, first responders, firefighters, and drivers of all kinds are invited to register for a one-day summer workshop. Adult workshops are \$330.

Montana DRIVE One-Day Teen Workshops are July 22-26 and registration is open for all teen drivers who have at least six months of driving experience. Apply for a State Farm Teen Scholarship to cover \$200 of the \$300 fee. Days are filling up. Register soon! Visit <http://montanadrive.mt.gov>. For more information, contact [Patti Borneman](#), 406- 444-4432.

Summer-Only Traffic Education Programs -- Submit your TE01 District Application!

Wondering if your program is approved for Summer 2019? Visit the [Traffic Education Programs](#) page to search for your TE program by district. If your upcoming program dates are not shown, you need to submit a TE01 right away. School districts offering traffic education must submit an annual TE01 District Application prior to the start of classes (including the mandatory parent meeting). As soon as you have program dates scheduled and instructors hired, submit the application for approval.

- Programs ending ON OR BEFORE June 30, enter the TE01 in school year 2019.
- Programs ending AFTER June 30, with completion dates in July, August or September, enter the TE01 in school year 2020.
- Remember: all programs starting in the fall, please submit your TE01 no later than August 1.

Traffic Education Year-End Reports are Due before July 10!

Did your district operate a Traffic Education program this school year with courses ending between July 1, 2018 and June 30, 2019? To ensure you receive the annual traffic education reimbursement payment, submit your *TE06 Year-End Report* **BEFORE JULY 10, 2019!** Check the number of eligible students recorded for your district by logging into TEDRS, then click on Reports/Student Counts. This number is entered on the report at Item H: Total Students. Submit your 2019 TE06 Year-End Report online via [TEDRS](#) or [download the pdf form](#) to mail or fax to the OPI. Estimated 2019 per-student reimbursement is \$90-\$100.

School Nutrition Programs

2019 Summer Food Service Program sponsor applications are due May 1. 2019-2020 School Nutrition Programs sponsors applications are due June 30:

<https://montanaopi.cnpus.com/Prod/Splash.aspx>

Contact [Christine Emerson](#), 406-444-2502

Important CEP Dates:

May 1 The OPI posts eligible and near-eligible LEAs and schools on the website.
June 30 LEA deadline to complete the CEP Schedule for participating schools within MAPS 2019-20 Application Packet.

Contact [Alie Wolf](#), 406-444-4413

Indian Education

Framework Learning Hub Course

In conjunction with Dr. Tammy Elser of Salish Kootenai College, the OPI's Indian Education for All Unit and Content Standards and Instruction Division have completed a new course offering on the Teacher Learning Hub. The course is titled *How to Use the Framework: A Practical Guide for Implementing Indian Education for All (IEFA)* and is designed to assist schools and staff in better planning, designing, and implementing IEFA and providing multicultural education to their schools. The course offers four renewal units and is the second IEFA themed course developed for the Teacher Learning Hub.

Indian Education Youth Conferences

On April 4-5, 2019, at Colstrip High School and April 11-12, 2019, high school students from the Northern Cheyenne and Fort Peck Reservation areas came together in student designed and led conferences to highlight positive programs, leadership, and promote bridge-building between students from across Montana. Students shared ideas, culture, and developed friendships for future collaborations.

Licensure

Licensure Process Flow Chart

Check out the OPI's [flow chart for the educator licensure process](#). Contact [Kristine Thatcher](#), 406-444-2580