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# Office of the Superintendent

## Updates in Montana Education

### School Safety

The OPI is hosting a school safety summit at 2:30pm on Monday, January 7<sup>th</sup> in the Old Supreme Court Chambers of the Capitol Building. The purpose is to provide legislators with a variety of perspectives on school safety as the 2019 Legislative Session kicks off. A panel consisting of large schools, small schools, tribal schools, and law enforcement will discuss best practices and then there will be an opportunity for dialogue. The event is open to the public.

### Proposed Education Budgets and Legislation

A comparison of the OPI's proposed budget to the Governor's proposed budget along with the OPI's legislative priorities can be found on the OPI's website:

<http://opi.mt.gov/Leadership/Finance-Grants/Legislative-Updates>.

### OPI Calendar



The OPI is posting our external events on the state's [public calendar](#).

### OPI Email Subscriptions

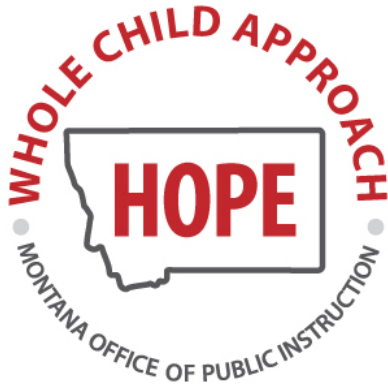
To subscribe to various OPI email listserves, click this link: <http://opi.mt.gov/Educators/OPI-Communication>

### Superintendent's November Events

- Meetings with the DNRC regarding Land Board proposals
- Presentation to the Montana Advisory Council on Indian Education (MACIE)
- ACT Conference
- Meeting with the Montana World Affairs Council
- Conference with the Council of Chief State School Officers (CCSSO)
- Meetings with Education Northwest
- Conference with the Education Commission of the States
- Meeting with the new Budget Director
- Recurring [Land Board](#), [Education Advocates](#), [Board of Regents](#), and [Board of Public Education meetings](#)

Follow the Office of Public Instruction on social media:  

For more information, contact [dylan.klapmeier@mt.gov](mailto:dylan.klapmeier@mt.gov) or 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**

# Federal/ESSA Update

## ESSA Report Card

The OPI is again seeking feedback on the [DRAFT elementary](#) and [DRAFT high school](#) federal report card prototypes under ESSA.

Please email feedback to [ESSAinput@mt.gov](mailto:ESSAinput@mt.gov) based on the guiding questions below:

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

The school report cards will be released each February/March notifying schools, families, and communities of the school's performance and ESSA designation. Schools will have the opportunity to review the report card before the public release. Schools will be given a template to design a cover letter highlighting data they are proud of, an area the school will be working on with a call to action to the community, and a local data point they want to share that is not included in the ESSA report card.

We want to stress that these report cards are drafts and we look forward to receiving your continued feedback. Thank you for your input!



## Accreditation and Educator Preparation

### Licensed Educators and Professional Staff

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

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

The Board of Public Education rule, “Variances to Standards” (ARM 10.55.604), allows accredited schools to implement a variance to standards designed to meet or exceed results under established standards. Districts interested in seeking a variance to a standard, which will be implemented in September 2019, must submit a [Variance to Standards Application](#) by March 4, 2019.

The variance to standards rule requires local boards of trustees to produce evidence of local public participation and evidence that the trustees officially approved the variance to standards application before submission to the Variances to Standards Review Board. For more information, contact [Patty Muir](#), 406-444-4317 or [Linda Vrooman Peterson](#), 406-444-5726.

### 2019 Advanced Placement Summer Institute

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

College Board Scholarship Applications for teachers participating in Montana’s AP<sup>®</sup> Summer Institute will be available soon. For more information, contact [Linda Vrooman Peterson](#), 406-444-5726.

### Rigorous Core Updates

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

### Troops to Teachers

The Troops to Teachers program at MSU has received funding for an additional five years! <http://www.montana.edu/news/18168/northwest-troops-to-teachers-program-at-msu-lands-five-year-grant>

## Content Standards and Instruction

### Apollo at 50: Back to the Moon and on to Mars!

NASA will mark the 50<sup>th</sup> anniversary from October 2018 through December 2022 of the Apollo Program that landed a dozen astronauts on the Moon between July 1969 and December 1972, and our first crewed mission – Apollo 8 – that circumnavigated the Moon in December 1968. In respect of this accomplishment, Montana students and teachers are invited to compete in a drone flight to the Moon! In March, teachers will receive professional development in programming drones and rovers. The teachers will then instruct teams of students who will meet in Helena to compete in late July of 2019.

If you are interested in being a part of this fantastic celebration please contact Michelle McCarthy, Science Instructional Coordinator, at 406-444-3537 or [MMcCarthy5@mt.gov](mailto:MMcCarthy5@mt.gov).

### Reminder: Montana Hour of Code on December 3

There are fun projects for virtually all grade levels! Many don't even require computer access. If you are already registered and planning an event, get the word out. If you haven't, please try the Hour of Code yourself—everyone can benefit from learning the basics. Please follow our announcements on social media with ideas and events. We'll be using the hashtags #HourOfCode! and #MTHourOfCode.

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

For questions or more information, contact Colet Bartow, Director of Content Standards and Instruction, [cbartow@mt.gov](mailto:cbartow@mt.gov).

# School Finance

## Reporting American Indian Students

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

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

## Changes to the FY 2018 Trustees Financial Summary

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

- Coding revisions between revenue and expenditure line items provided no change occurs in the fund balance of the budgeted funds.
- Revisions in the balance sheet accounts provided no change occurs in the fund balance of the budgeted funds.

Revisions should be submitted to Keri Ludwig by following these procedures:

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

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

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

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

## Salary and Compensation Expenditure Reporting

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

For TEAMS/TOE information, contact Patty Muir, (406) 444-4317

For MAEFAIRS information, contact Keri Ludwig, (406) 444-0783

## State Paid Tuition

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

## District Classification

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

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



## Health Enhancement and Safety

### 21<sup>st</sup> CCLC Grant Guidance for 2019 Available

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

For more information, contact Mary Ellen Earnhardt at [mearnhardt@mt.gov](mailto:mearnhardt@mt.gov) or Tracy Moseman at [tmoseman@mt.gov](mailto:tmoseman@mt.gov) 406-444-3000

### Green Ribbon Applications Available

Applications are now available to schools that would like to be considered for the U.S. Department of Education's Green Ribbon Schools designation. More information can be found on OPI's [website](#).

### DOJ/OPI Missing Children Poster Contest

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

# Measurement and Accountability

## 2019 OPI Data and Assessment Conference

The annual OPI Data and Assessment Conference will be held January 14-15, 2019 at the GranTree Inn in Bozeman, Montana. The OPI Assessment Division invites interested parties to submit a presentation proposal for the conference. Sessions may be submitted via the [online presentation proposal](#).

For more information or questions about the conference, contact the OPI Assessment Help Desk at 1.844.867.2569 or [OPIAssessmentHelpDesk@mt.gov](mailto:OPIAssessmentHelpDesk@mt.gov).

## MontCAS

In November, the OPI Assessment Division has asked System Test Coordinators (STC) to register on the [MontCAS Application](#) if he or she does not already have an account. The system test coordinator will be the MontCAS single point of contact for all assessment-related materials and alerts. [MontCAS Application](#) is a restricted-use website that contains information on the state-required MontCAS summative assessments intended for use by the STC.

If you have any questions about the MontCAS Application, please contact the OPI Assessment Help Desk at 1.844.867.2569 or [OPIAssessmentHelpDesk@mt.gov](mailto:OPIAssessmentHelpDesk@mt.gov).

## Student Assessment Negotiated Rulemaking

The OPI completed its Economic Impact Survey and Implementation Impact Survey to school districts on October 19, 2018. The Committee reviewed preliminary reports of the rule recommendations and the economic impacts on the OPI-proposed rules/amendments on November 5, 2018. Should you have information you wish to share with the OPI as considerations for these reports, send comments to [NRStudentAssessment@mt.gov](mailto:NRStudentAssessment@mt.gov). Comments will be considered until December 5, 2018. For more information on this process, visit the [Student Assessment Negotiated Rulemaking Committee](#) page.

If you have questions about this Negotiated Rulemaking, contact the OPI Assessment Help Desk at 1.844.867.2569 or [OPIAssessmentHelpDesk@mt.gov](mailto:OPIAssessmentHelpDesk@mt.gov).