

# Chapter 58 Research and Review Task Force Meeting Minutes

Thursday, September 16, 2021

8:00 AM – 9:30 AM

Meeting Start Time: 8:00 am

## Roll Call

### Task Force Members

Alison Harmon  
Curtis Smeby  
Emily Dean  
Gail Staffanson  
Gary Lusin  
Karie Orendorff  
Lora Poser-Brown  
Mary DuCharme  
Dr. Stevie Schmitz

### Facilitators

Zach Hawkins  
Jacqueline Raphael  
Tracy Moseman

### Executive Support

Erich Stiefvater  
Virginia Díaz

## Participants

Ann Ewbank  
Dan Schmidt  
Diane Fladmo

Quorum is not met with 9 of 11

## Welcome and Update on Task Force Membership

1. Another member confirmed she will no longer be able participate in the Task Force (TF): Jennifer Smith.
  - a. New quorum number should be looked into if initial membership continues to decline in number.

## Recap of September 2<sup>nd</sup> meeting

1. Zach Hawkins provided a recap of the September 9<sup>th</sup> meeting, in which the Task Force had:
  - a. Reviewed its timeline and deliverables;
  - b. Reviewed section 501 with tracked changes from OPI Legal;
  - c. Received an overview of changes to sections 311-15;
  - d. Discussed further revision to 501(g);
  - e. Discussed Subchapter 5 subject area review and looked at a proposed tracking document prepared by Zach Hawkins; and
  - f. Revisited and had further discussion related to the Task Force and Chapter 58 revision timeline.

## Discussion of Timeline and Deliverables

1. Discussed Task Force capacity to complete work and deliverables given questions about needs for further research and inability of some members to continue meeting (with a subsequent loss of quorum).
  - a. Alison Harmon would like to finish the 300s and the 600s. Suggested disbanding this Task Force and assembling a new working group of experts (e.g., EPP faculty) to work on national standards in Subchapter 500.
  - b. Emily Dean suggested everything adopted by TF so far should be put forward to the Board of Public Ed so that the Task force's work will have been useful. Would like for next meeting redlined text of all proposed changes and confirm if have quorum so that voting could be held next meeting.
  - c. Stevie Schmitz concurred that there is a need to bring in content experts to review the 500s. This is a busy time for faculty to engage in a volunteer activity. Agreed that Task Force should finish up what it started.
  - d. Mary DuCharme sent to Task Force a document on assistive technology. [RESNA K12 Practice SIG Position Paper for Public Review \(6 7 21\).pdf](#). It is also posted to the Google Site in the Resources page.
  - e. Curtis Smeby concurred with Alison about getting work done on items completed so far but take time to engage content experts for work on Subchapter 5.
  - f. Zach Hawkins noted that OPI has heard from Task force and Feedback Group that with regard to Subchapter 5 there is a desire to bring in more content experts, but that it would be hard to get much done within the current timeline, as well as a concern about the ability of the Task force to achieve a quorum. OPI has also heard that there may be more research questions that should be looked at prior to finalize some of the revisions and recommendations. OPI is willing to consider some additional research questions and bringing in other experts to the table to participate in the research, particularly for Subchapter 5.
    - i. Alison Harmon asked for clarification on timeline.
    - ii. Zach Hawkins suggested Task Force would not meet every week, as it is challenging for some Task Force members. Suggested defining research questions and have a working group meet once or twice a month. Would provide opportunity to allow more time to circulate proposed changes
    - iii. Emily Dean asked how Task Force would interact with CSPAC and Board of Public Ed's schedule.
    - iv. Zach Hawkins said OPI would propose to Board of Public Ed a revised timeline that the Board would consider and approve. If not approved, whatever changes the Task Force had completed so far would be brought to the Superintendent and then onto the Board.
    - v. Alison Harmon asked for clarification of the Task force's role if an extended timeline was adopted.
    - vi. Zach Hawkins said Task Force would help identify experts for the review of Subchapter 500 as well as research questions for additional research.
    - vii. Emily Dean noted there are attendees who are not panelists. They were invited to comment.

1. Ann Ewbank provides support for the proposed approach revision to the format and timeline for the Task Force for the work on Subchapter 5.
  2. Diane Fladmo provided support for the proposed revised Task Force timeline and format.
  3. Dan Schmidt also concurred with proposed revised Task Force format and timeline.
- viii. Gary Lusin expressed support for proposed change to Task Force format and timeline (via chat).
- ix. Mary DuCharme noted she will not be able to participate in the Task Force after October 1.
- x. Zach Hawkins summarized that TF members present today are in agreement about completing work so far and extending timeline and revising the Task Force format to allow for more work on Subchapter 5. OPI will need to reformat the work that has been completed (i.e., prepare redlines) so far and then determine if there's a quorum for the next meeting (9/23) to enable voting on the proposed changes.
1. Tracy Moseman proposed Task force would meet 9/23 to review and vote on changes proposed so far, after which Task Force would meet once a month going forward starting in October, possibly for a 3-hour block of time. Also noted an opportunity to conduct some research in the background that could be reviewed in the background between now and a meeting in October (this will enable OPI to prepare a research agenda).
    - a. Agreement expressed from Dan Schmidt (via chat) and Alison Harmon.

### **Review Subchapter 5 alignment and tracking document**

1. (Tabled/skipped) in light of discussion of proposed revisions to Task Force format and timeline (see above).

### **Subchapter 6 Discussion and Recommendations**

1. Presented updated document from Stevie Schmitz with [proposed changes to Subchapters 6 and 7](#).
2. Stevie Schmitz talked about proposed changes she and her colleagues worked on.
  - a. 604 has proposed changes from the Council of Deans.
  - b. 605 has proposed changes to eliminate ambiguous language (e.g., "deep understanding" versus "understanding") and repetitive language.
  - c. 606 has proposed changes related to clinical partnerships and practice.
    - i. Proposed eliminating Part ©; EPPs can't evaluate "partners" (including schools).
      1. Zach Hawkins asked for clarification about "partners."
      2. Stevie Schmitz clarified that it could include schools, alumni, and others who partner with EPPs for clinical placements.
  - d. 607 has proposed changes to clean up unclear and ambiguous language.

- e. 608 has proposed changes for assessing program impact. Council of Deans have surveys of completers and employers to support continuous improvement.
  - f. 609 has proposed changes to clean up language and align to CAEP.
  - g. Proposed new sections for Subchapter 6, including for EPPs that apply for Title VII support.
  - h. Section 705 has proposed changes related to program development.
  - i. Section 706 has proposed changes to incorporate PSEL/NELP standards, as well as to clean up language (e.g., remove duplication from 705). Stevie noted this section would also incorporate additional contributions from Emily Dean and Alison Harmon worked on. Also includes Montana-specific language around Montana school finance and labor law.
    - i. Gary Lusin had question if EPPs are involved in the career internships schools are developing with plumbers, electricians, and construction companies. Asked if there is any guidance.
      - 1. Stevie Schmitz noted that leaders need to support college and career ready work. EPPs are also looking for career ready people who want to educators. She thinks that is support with language included or proposed in 706.
    - ii. Stevie Schmitz emphasized the proposed changes are a work in progress and that she and her partners on the work will complete the work and provide updated proposed changes for the Task Force next week.
    - iii. Mary DuCharme noted national expert (Peter Gerhardt of Rutgers) suggested that people with autism be given jobs before they complete schools.
      - 1. Stevie Schmitz noted this would fit under college and career readiness program standards.
    - iv. Alison Harmon and Gail Staffanson and Emily Dean thanked Stevie Schmitz and others who contributed to the work Stevie presented.
3. Emily Dean asked if for next meeting Task Force could be given updated ARMs with proposed changes redlined (including both changes the Task Force voted on earlier and the new ones that Stevie Schmitz walked through).
- a. Stevie Schmitz noted she wasn't sure if her proposed changes could be fully redlined by the next meeting, but that she could try.
  - b. Zach Hawkins asked Emily Dean to clarify her request.
  - c. Emily Dean clarified that she would like to see a document with the proposed changes that the Task Force would vote on and that that would be the document that would move forward in the revision process to be presented to CSPAC and the Board of Public Education.
  - d. Zach Hawkins noted that OPI and Comp Center could work on a document that can be used for the next meeting.
    - i. Dan Schmidt asked via chat if this document could be shared prior to the next meeting.

### **Next Steps and Adjourn**

1. Zach Hawkins noted that meeting lacked a quorum for taking a vote on items. He also summarized earlier conversations about plan for moving forward, namely to:
  - a. For next meeting:
    - i. Provide a document with updated proposed changes discussed so far to allow the Task Force to vote on; and
    - ii. Follow up with Task Force members to ensure there will be a quorum at the meeting.
  - b. For moving forward, move the Task Force to an extended timeline (i.e., biweekly or monthly) to allow more time for research and consideration of Subchapter 5.
2. Gary Lusin asked a question about the quorum for the Task Force
  - a. Zach Hawkins noted given the loss of four Task Force members that are not able to participate anymore the quorum number was revised downward. Jacqueline Raphael suggested OPI follow up with Task Force members who are not showing up if they are still interested in participating.
3. Tracy Moseman asked if participants could identify topics or areas of interest that might inform the gathering of additional research and resources.
  - a. Alison Harmon suggested that the Task Force could look back at the “lever topics” [\[provide link\]](#) the Task Force worked on a while ago and see if it provides suggestions for possible research topics.
  - b. Zach Hawkins told participants they could email suggestions for research questions to him.
4. Alison Harmon and Emily Dean noted that the Board of Public Education is meeting today, and that Chapter 58 is on the agenda. Zach Hawkins noted that he will be the presenter of that topic and that he will be presenting a general, high-level update on the Chapter 58 Task Force’s work.
5. Zach Hawkins noted he will send out an email today or tomorrow summarizing today’s meeting and providing next steps.

Meeting Adjourned: 9:15 am