Lincoln Center, Board Room
415 N 30th St
Billings, MT

September 12-13th, 2013

BOARD OF PUBLIC EDUCATION
AGENDA
BOARD OF PUBLIC EDUCATION
MEETING AGENDA

September 12-13<sup>th</sup>, 2013
Lincoln Center Board Room
415 N 30<sup>th</sup> Street
Billings, Montana

Thursday September 12, 2013
8:30 AM

CALL TO ORDER

A. Pledge of Allegiance
B. Roll Call
C. Statement of Public Participation
D. Welcome Visitors

PUBLIC COMMENT

CONSENT AGENDA
(items may be pulled from Consent Agenda upon request)

A. Correspondence
B. July 17<sup>th</sup>, 2013 Minutes
C. Financials

ADOPT AGENDA

INFORMATION ITEMS

❖ REPORTS – Patty Myers (Items 1-6)

Item 1   CHAIRPERSON’S REPORT
Patty Myers

ACTION

PUBLIC COMMENT

The public will be afforded the opportunity to comment before the Board on every action item on the agenda prior to final Board action.

- Approve Changes to Board By-Laws
- Approve Changes to Board Goals
- Set 2014 Annual Agenda Calendar
- Set 2014 BPE Meeting Calendar

Item 2   EXECUTIVE DIRECTOR’S REPORT
Pete Donovan
Item 3
STATE SUPERINTENDENT’S REPORT
State Superintendent Denise Juneau

ACTION

PUBLIC COMMENT

The public will be afforded the opportunity to comment before the Board on every action item on the agenda prior to final Board action.

- MACIE Appointments
  - Norma Bixby
  - Dr. Richard Littlebear

Item 4
COMMISSIONER OF HIGHER EDUCATION’S REPORT
Commissioner Clayton Christian

Item 5
GOVERNOR’S OFFICE REPORT
Shannon O’Brien

Item 6
STUDENT REPRESENTATIVE’S REPORT
Charity Ratliff

DISCUSSION ITEMS

- MACIE LIAISON – (Item 7)

Item 7
MACIE REPORT
Sandra Boham

- EXECUTIVE COMMITTEE – Patty Myers (Items 8-10)

Item 8
FEDERAL UPDATE
Nancy Coopersmith, Scott Furois

Item 9
CRITERION REFERENCED TEST (CRT) RESULTS FOR 2012-13 SCHOOL YEAR
Scott Furois

Item 10
THE STATE MODEL FOR THE EVALUATION OF TEACHERS AND PRINCIPALS
Dr. Linda Peterson

ACTION

PUBLIC COMMENT

The public will be afforded the opportunity to comment before the Board on every action item on the agenda prior to final Board action.
LICENSURE COMMITTEE – Sharon Carroll (Items 11-13)

TIME CERTAIN AT 1:00

Item 11 HEARING BPE CASE #2013-01
Katherine Orr

DISCUSSION ITEMS

Item 12 REPORT ON THE SURRENDER OF TEACHER LICENSES
Ann Gilkey

Item 13 PRESENTATION OF THE REJOINDER FROM THE PHYLLIS J. WASHINGTON (PJW) COLLEGE OF EDUCATION AND HEALTH AND HUMAN SERVICES AT THE UNIVERSITY OF MONTANA IN RESPONSE TO THE STATE EXIT REPORT OF THE APRIL 14-16, 2013, JOINT NCATE/CAEP/STATE ACCREDITATION REVIEW
Dr. Linda Peterson

ACTION

PUBLIC COMMENT

The public will be afforded the opportunity to comment before the Board on every action item on the agenda prior to final Board action.

ACCREDITATION COMMITTEE – Bernie Olson (Items 14-15)

TIME CERTAIN AT 3:00 PM

Item 14 ACTION ON THE STATE SUPERINTENDENT’S RECOMMENDATIONS OF THE VARIANCE TO STANDARDS APPLICATIONS
Dennis Parman

Item 15 ACTION ON THE STATE SUPERINTENDENT’S REPORT ON THE 2012-13 ACCREDITATION CORRECTIVE ACTION PLANS
Teri Wing

DISCUSSION ITEMS

MSDB LIAISON - Lila Taylor (Item 16)

Item 16 MSDB REPORT
Lila Taylor

Item 17 ELECTION OF BOARD OFFICERS
Pete Donovan

Item 18 COMMITTEE ASSIGNMENTS
Patty Myers
FUTURE AGENDA ITEMS November 14-15th, 2013
MACIE Annual Report
Assessment Update
Federal Update
Alternative to Standards Requests
Accreditation Report
Annual Renewal Unit Providers (List) - C

The Montana Board of Public Education is a Renewal Unit Provider. Attending a Board of Public Education Meeting may qualify you to receive renewal units. One hour of contact time = 1 renewal unit up to 8 renewal units per day. Please complete the necessary information on the sign-in sheet if you are applying for renewal units.

Agenda items are handled in the order listed on the approved agenda. Items may be rearranged unless listed “time certain”. Action may be taken by the Board on any item listed on the agenda. Public comment is welcome on all items. The Board of Public Education will make reasonable accommodations for known disabilities that may interfere with an individual’s ability to participate in the meeting. Individuals who require such accommodations should make requests to the Board of Public Education as soon as possible prior to the meeting start date. You may write to: Kris Stockton, PO Box 200601, Helena MT, 59620, email at: kmstockton@mt.gov or phone at 444-0302.
CALL TO ORDER

A. Pledge of Allegiance
B. Roll Call
C. Statement of Public Participation
D. Welcome Visitors
CONSENT AGENDA

Items may be pulled from Consent Agenda if requested

A. Correspondence
B. July 17th, 2013 Minutes
C. Financials
CORRESPONDENCE
July 12, 2013

Ms. Patty Myers
Board of Public Education
PO Box 200601
Helena, MT 59620

Dear Ms. Myers:

As the Secretary of State it is my official responsibility to distribute resolutions passed by the Montana Legislature to those entities referred to in the resolutions. Therefore, on behalf of the President of the Montana State Senate, The Speaker of the Montana House of Representatives and all of the members of Montana’s 63rd Legislature, I have enclosed a copy of the following resolution:

<table>
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<th>Bill #</th>
<th>Short Title</th>
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<tr>
<td>HJ 14</td>
<td>Recommend financial literacy course in high schools</td>
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Thank you for your consideration of this resolution.

Best Wishes,

[Signature]

Linda McCulloch
Secretary of State

Enclosure
A JOINT RESOLUTION OF THE SENATE AND THE HOUSE OF REPRESENTATIVES OF THE STATE OF MONTANA URGING THE BOARD OF PUBLIC EDUCATION TO INCLUDE THE SUCCESSFUL COMPLETION OF A FINANCIAL LITERACY COURSE AS A REQUIREMENT FOR GRADUATION.

WHEREAS, without knowledge and understanding of financial matters, people are incapable of managing their personal finances effectively and making sound decisions regarding matters like purchasing, saving, investing, and borrowing; and

WHEREAS, becoming financially literate and learning these necessary skills at an early age encourages greater economic self-sufficiency, higher levels of successful home ownership, and enhanced retirement security; and

WHEREAS, the informed use of credit and other financial products and services benefits individual consumers and promotes economic growth; and

WHEREAS, the past decade has seen declining personal savings rates, increased bankruptcy rates, increased home foreclosures, and rising percentages of household income devoted to servicing household debt; and

WHEREAS, a lack of financial literacy can be especially damaging to students and families during hard economic times; and

WHEREAS, many students in Montana's public schools do not receive sufficient financial education in their homes; and

WHEREAS, personal financial education and money management skills are crucial to ensure that our young people and adults are prepared to manage credit and debt, build savings, and become responsible workers, heads of households, investors, entrepreneurs, business leaders, and productive citizens.

NOW, THEREFORE, BE IT RESOLVED BY THE SENATE AND THE HOUSE OF REPRESENTATIVES OF THE STATE OF MONTANA:

(1) That the Board of Public Education be strongly urged to require students to demonstrate proficiency
I hereby certify that the within joint resolution, HJ 0014, originated in the House.

[Signature]

Chief Clerk of the House

[Signature]

Speaker of the House

Signed this 11th day of April, 2013.

[Signature]

President of the Senate

Signed this 12th day of April, 2013.
BOARD MEMBERS

APPOINTED MEMBERS:

Patty Myers - Chair
Great Falls

Sharon Carroll - Vice Chair
Ekalaka

Erin Williams
Missoula

Lila Taylor
Busby

Bernie Olson
Lakeside

John Edwards
Billings

Paul Andersen
Bozeman

Charity Ratliff, Student Rep.
Hardin

EX OFFICIO MEMBERS:

Clayton Christian
Commissioner of
Higher Education

Denise Juneau,
Superintendent of
Public Instruction

Steve Bullock, Governor

EXECUTIVE DIRECTOR:
Pete Donovan

July 22, 2013

Ms. Callie Langohr
375 Wolfpack Way
Kalispell, MT 59901

Dear Callie,

On behalf of the Board of Public Education, I would like to congratulate you on receiving the 2012-13 AA Principal of the Year award. I also congratulate you and your staff for the recognition bestowed upon Glacier High School in the US and World Report as well as the College Board. Your service to your students, staff, and school are greatly admired, and this award is well deserved.

Thank you for setting such a positive example through your dedication to education, the students of your school, and the people of your community.

Sincerely,

Patty Myers
Chair
The following letter was also sent out to the following individuals and cc’s to Patty Myers:

Timothy Zumbrun
Kern Wilson
Christine West
Coleene Togerson
Kathy Sulser
Tracy Somerfeld
Lynnette Sheldon
Gary Overton
Brandon O’Halloran
Diane Muller
Susan McQuillan
Brenda McNeil
Scott McKenzie
Christopher Mason
Donna Loomis
David Keith
Rhonda Horner
Glenn Herman
Laurie Ginn
Diane Gilbreath
Mark Garber
Pamela Fryberger
Linda Briggeman
Todd Breitenfeldt
Nathan Beckwith
August 1, 2013

TIMOTHY ZUMBRUN
106 S WEAST AVE
ABSAROKEE, MT 59001-6001

Dear Timothy:

In partnership with MEA-MFT and other public education advocates, the Office of Public Instruction has created a model evaluation system.

The model, Montana Educator Performance Appraisal System (Montana-EPAS), emerged from amendments the Montana Board of Public Education adopted last fall in Standards of Accreditation Chapter 55.

The Board intends these changes to provide an opportunity and common framework for school districts to enhance school, educator, and student performance across Montana.

This month, August 2013, OPI will be asking all Montana school districts to either participate in the pilot of the state model evaluation system or begin the process of updating and aligning their existing local evaluation systems to meet the expectations of the revised standard, ARM 10.55.701 (4)(a).

10.55.710 (4) The local board of trustees shall have written policies and procedures for regular and periodic evaluation of all regularly employed personnel. The individual evaluated shall have access to a copy of the evaluation instrument, the opportunity to respond in writing to the completed evaluation, and access to his or her files. Personnel files shall be confidential.

(a) The evaluation system used by a school district for licensed staff shall, at a minimum:

(i) be conducted on at least an annual basis with regard to nontenure staff and according to a regular schedule adopted by the district for all tenure staff;

(ii) be aligned with applicable district goals, standards of the Board of Public Education, and the district’s mentorship and induction program required under ARM 10.55.701(5)(b);

(iii) identify what skill sets are to be evaluated;

(iv) include both formative and summative elements; and

(v) include an assessment of the educator’s effectiveness in supporting every student in meeting rigorous learning goals through the performance of the educator’s duties.

The first meeting of the pilot school districts is:
Tuesday, August 13, 2013
8 a.m. to 5 p.m.
Helena Colonial Hotel – Red Lion
2301 Colonial Drive Helena, MT 59601

Your school district is included in the list of participants.

- Public Schools
- Higher Education
- State & County Employees
- Head Start
- Health Care

Working for Montana’s Future
Since evaluation is a mandatory subject of bargaining, MEA-MFT has throughout the consideration and adoption of the Board's accreditation standards insisted that OPI encourage school districts to bring teams of school district administrators and teachers to this meeting. At this point some districts are including teachers . . . but some are not.

We firmly believe the only way changes in evaluation will be successful is if labor and management work to together on design and implementation.

We further believe evaluation systems or changes in such systems are a mandatory subject of bargaining. Where we have organized bargaining teacher affiliates, school districts cannot by law unilaterally impose a new or amended evaluation system.

If you have not been contacted by your administration to participate in this meeting I urge you to speak with your superintendent and ask to be included. Why would your superintendent not agree?

If you have further question regarding the pilot program and/or the Montana-EPAS, please contact: Marco Ferro, MEA-MFT Director of Public Policy and Professional Development at mferro@mea-mft.org or 1.888.398.0826.

My regards to all.

Eric Feaver
President
efeaver@mea-mft.org

cc: Denise Juneau, Superintendent of Public Instruction
    Patty Meyers, Chair of the Board of Public Ed
**BOARD OF PUBLIC EDUCATION**  
**MEETING MINUTES**

**July 17, 2013**  
**Capitol Building, Room 152**  
**Helena, MT**

**Wednesday July 17th, 2013**  
*8:00 AM time changed***

**CALL TO ORDER**
The Board of Public Education meeting was called to order at 8:03 AM.

Members present included: Ms. Patty Myers, Chair; Ms. Sharon Carroll, Vice-Chair; Ms. Erin Williams; Ms. Lila Taylor; Mr. John Edwards; Mr. Paul Andersen; Ms. Denise Juneau, Superintendent of Public Instruction; Ms. Shannon O’Brien, Governor’s Office. Staff present included Mr. Pete Donovan, Executive Director; Ms. Kris Stockton, Administrative Assistant. Guests attending included: Ms. Nancy Coopersmith, OPI; Ms. Patty Muir, OPI; Ms. Ann Gilkey, OPI; Mr. Bob Vogel, MTSBA; Mr. Kevin O’Brien, Florence MT; Mr. Mike Ward, Florence MT; Mr. Rob Miller, Legislative Fiscal Division; Ms. Denise Ulberg, MASBO; Mr. Marco Ferro, MEA-MFT; Mr. Frank Podobnik, OPI; Mr. Ross Johnson, Legislative Audit Division; Ms. Madalyn Quinlan, OPI; Ms. Teri Wing, OPI; Mr. Scott Furois, OPI.

**PUBLIC COMMENT**

**CONSENT AGENDA**
The Consent Agenda was approved as presented.

**ADOPT AGENDA**
Ms. Myers noted the time certain items at 2:00 and 4:00.

*Ms. Sharon Carroll moved to adopt the agenda as presented. Mr. John Edwards seconded the motion.*

**ITEMS ARE LISTED IN THE ORDER IN WHICH THEY ARE PRESENTED**

**INFORMATION ITEMS**

❖ REPORTS – Patty Myers (Items 1-6)

**Item 1**  
**CHAIRPERSON’S REPORT**  
Patty Myers

- BPE member appointment to MACIE
- Executive Director Salary

Ms. Myers noted to the Board the amount of the 3% pay increase Mr. Donovan is eligible for per HB13. Ms. Carroll reviewed with the Board her attendance at the Main Street Montana meeting in Miles City in June.

**Item 2**  
**EXECUTIVE DIRECTOR REPORT**  
Pete Donovan

Mr. Donovan thanked Chair Myers and Vice Chair Carroll for their attendance at the CSPAC meeting on July 15th. Mr. Donovan also thanked Ms. O’Brien and Superintendent Juneau for their efforts in the set
up and planning for the Board of Education meeting and looking forward to the next Board of Education meeting. Mr. Donovan noted he will be attending the upcoming Administrator’s Institute the week of August 7th that he will be attending hosted by the School Administrators of Montana. Ms. Myers also noted Mr. Donovan’s attendance at the Evening of Excellence on behalf of the Board.

**Item 3**  
**STATE SUPERINTENDENT’S REPORT**  
State Superintendent Denise Juneau

Superintendent Juneau updated the Board on a new grant received by OPI to work with Schools of Promise dealing in children’s mental health and providing support systems for them. Superintendent Juneau also updated the Board with the results of the 2013 Youth Risk Survey Report, Summer 6 Reading Challenge, ACT participation, Civics Education Summit Aug 5-6th, and other activities at the Office of Public Instruction.

**Item 4**  
**COMMISSIONER OF HIGHER EDUCATION’S REPORT**  
Commissioner Clayton Christian

No one was present to report.

**Item 5**  
**GOVERNOR’S OFFICE REPORT**  
Shannon O’Brien

Dr. O’Brien extended a thank you from the Governor to the Board for the work they do. Dr. O’Brien updated the Board on areas of interest the Governor is looking at including Early Childhood programs, school readiness, Main Street Montana, his interest in the Graduation Matters Montana program, helping with the implementation of the new Montana Content Standards, and how he can help teachers and administrators. Other items the office is watching include the review of the PEPPS standards, Dual Enrollment, Higher Education, and education opportunities for veterans and military families.

**Item 6**  
**STUDENT REPRESENTATIVE’S REPORT**  
Patty Myers

Ms. Myers gave the Student Representative update in Ms. Ratliff’s absence. Ms. Myers highlighted some of the activities Ms. Ratliff has been involved in throughout the year.

**DISCUSSION ITEMS**

- **EXECUTIVE COMMITTEE – Patty Myers** (Items 7-11)

**Item 7**  
**FEDERAL UPDATE**  
Nancy Coopersmith

Ms. Coopersmith updated the Board on education related bills before Congress and how those may affect Montana. Ms. Coopersmith also reviewed the new teacher and administrator evaluation process and new reporting requirements that would occur if the Harkin bill is passed in Congress. Ms. Coopersmith also updated the Board on AYP and the status of some schools. Ms. Coopersmith reported that final data will not come out until the following week, so final determinations will not be available until the September meeting.

**Item 8**  
**SPECIAL EDUCATION REPORT**  
Frank Podobnik

Mr. Podobnik from the Office of Public Instruction presented the Special Education Report to the Board. Mr. Podobnik highlighted a few areas from the report including Higher Education Consortium, Federal Funding for Special Education, an increase in the number of students with Special Education needs, sequestration cuts, and a new scoring matrix from the Federal government in which Montana scored 20/20. Ms. Myers noted that MSDB would like to meet with Mr. Podobnik regarding some of the needs of the school.
Item 9  TRAFFIC EDUCATION REPORT
Fran Penner-Ray
Ms. Penner-Ray gave the Traffic Education Report to the Board including requirements to be a Traffic Education instructor, statistics of young drivers, and program requirements. Superintendent Juneau added that a bill before the 2013 Legislature to provide additional funding to Traffic Education had failed.

Item 10  MONTANA STATEWIDE DROPPUT AND GRADUATION REPORT
Scott Furois
Mr. Furois gave the Statewide Dropout and Graduation Report to the Board. The report contains 5 years of data and research. Mr. Furois explained how that data is gathered and how the data is calculated. Mr. Furois reported that overall graduation rates are increasing but work still needs to be done especially with the Native Americans whose dropout rate have increased.

Item 11  SCHOOL TRANSPORTATION FUNDING SAFETY AUDIT REPORT
Ross Johnson
Mr. Ross Johnson reported to the Board the findings and recommendations from the School Transportation Funding Safety and Audit Report. Mr. Johnson thanked both the Board staff and OPI administrative staff for their cooperation and assistance in the audit. The audit recommends the Board amend the rules to require school districts to perform background checks for school bus drivers upon hiring. The Board will work with OPI to make the changes and OPI will bring the change forward to the Board under the MAPA process. Mr. Johnson explained the Audit division will follow up at this time next year to see if the recommendations have been implemented.

ACTION

PUBLIC COMMENT

The public will be afforded the opportunity to comment before the Board on every action item on the agenda prior to final Board action.

❖ LICENSURE COMMITTEE – Sharon Carroll (Item 12)

Item 12  REVIEW OF BPE CASE #2013-01
Katherine Orr

Ms. Sharon Carroll moved to approve that the Board of Public Education conduct a hearing on BPE Case #2013-01. Motion seconded by Mr. John Edwards.

No discussion. Motion passed unanimously.

Mr. Kevin O’Brien gave public comment thanking the Board for making the decision to conduct a hearing.

❖ ACCREDITATION COMMITTEE – Erin Williams (Items 13-14)

Item 13  RECOMMENDATION TO APPROVE THE REPORT ON 2012-13 ACCREDITATION CORRECTIVE PLANS
Teri Wing
Ms. Wing reviewed the Corrective plans included in the packet and recommended the approval or disapproval of those plans. Ms. Wing indicated neither Billings School District nor Helena School District were included in the recommendation. Both districts appeared before the Board with their individual plans later in the day.
Ms. Erin Williams moved to approve the recommendation of the report on the 2012-13 Accreditation Corrective Plans. Motion seconded by Mr. Paul Andersen.

No discussion. Motion passed unanimously.

EXECUTIVE COMMITTEE – Patty Myers (Item 18)

Item 18 RECOMMENDATION OF APPROVAL OF THE AMENDED BASE AID PAYMENT SCHEDULE
Kathleen Wanner
Ms. Wanner addressed the Board and explained that as a result of SB 175, the distribution of the BASE Aid has been revised. Ms. Wanner asked for the Board’s approval of the revised schedule.

Ms. Lila Taylor moved to approve the Modified K-12 Schools Payment Schedule for Fiscal Year 2013-14. Motion seconded by Ms. Erin Williams.

No discussion. Motion passed unanimously.

ASSESSMENT COMMITTEE – Sharon Carroll (Item 19)

Item 19 RECOMMENDATION OF APPROVAL OF THE APPROPRIATE TEST CENTER FEE FOR THE NEW HIGH SCHOOL EQUIVALENCY TEST
Margaret Bowles
Ms. Bowles thanked the Board for their adoption of the HiSET at the March meeting. Montana was the first state to make the decision to move from GED to HiSET. Ms. Bowles explained one issue with the implementation that has come up and that was the issue of test center fees. Ms. Bowles explained the process behind how the $15 test fee and $6 retake fee was recommended.

Ms. Sharon Carroll moved to approve the High School Equivalency Test Fee of $15. Motion seconded by Ms. Lila Taylor.

No discussion. Motion passed unanimously.

DISCUSSION

Item 16 THE STATE MODEL FOR THE EVALUATION OF TEACHERS AND PRINCIPALS
Dr. Linda Peterson
Dr. Peterson updated the Board on the state model for the evaluation of teachers and principals. Dr. Peterson noted that Mr. Donovan has been involved in this process since its inception as well. Model teacher and principal evaluations are being worked on and will be rolled out first. A pilot program is being conducted during the upcoming year.

LICENSURE COMMITTEE – Sharon Carroll (Item 15)

Item 15 STATE EXIT REPORT OF THE APRIL 14-16, 2013, JOINT NCATE/CAEP/STATE ACCREDITATION REVIEW OF THE PHYLLIS J. WASHINGTON (PJW) COLLEGE OF EDUCATION AND HEALTH AND HUMAN SERVICES AT THE UNIVERSITY OF MONTANA
Dr. Linda Peterson, Mary Susan Fishbaugh, Review Team Chairperson, Susan Harper-Whalen, Associate Dean, PJW College of Education
Dr. Peterson gave an overview of the process then turned the report to Dr. Fishbaugh to discuss the details of the accreditation review and the timeline for the approval of the school’s accreditation status. Dr. Fishbaugh discussed the review of the school. Ms. Susan Harper-Whalen also addressed the Board and discussed the Phyliss J. Washington College of Education and Health and Human Services and how the school works to continually be improving to support student growth.

**ACTION**

**PUBLIC COMMENT**

_The public will be afforded the opportunity to comment before the Board on every action item on the agenda prior to final Board action._

- **ACCREDITATION COMMITTEE – Erin Williams (Item 14, Item 17)**

**TIME CERTAIN WEDNESDAY @2:00**

**Item 14**  
**INTENSIVE ASSISTANCE PROCESS: BILLINGS PUBLIC SCHOOLS**  
Teri Wing, Terry Bouck, Superintendent Billings Public School District,  
Allen Halter, Billings Board Chair

Ms. Teri Wing presented Mr. Terry Bouck, Mr. Allen Halter, Mr. Leo Hudetz, Ms. Patricia Hubbard, and Ms. Brenda Koch. Each gave an update on the progress the district has made in the past year and challenges they are facing.

*Ms. Erin Williams moved to approve the recommendation of the corrective action plan for Billings Public Schools. Motion seconded by Ms. Lila Taylor.*

_No discussion. Motion passed unanimously._

**TIME CERTAIN WEDNESDAY @4:00**

**Item 17**  
**INTENSIVE ASSISTANCE PROCESS: HELENA PUBLIC SCHOOLS**  
Teri Wing, Kent Kultgen, Superintendent Helena School District,  
Libby Goldes, Helena Board Chair

Ms. Teri Wing introduced the representatives from Helena Public School District Dr. Kent Kultgen, District Superintendent, Mr. Greg Upham, Assistant Superintendent, Ms. Libby Goldes, Board Chair. Dr. Kultgen and Mr. Upham reviewed the issues before the district, challenges they are facing, policies implemented, and how they plan to move forward.

*Ms. Erin Williams moved to disapprove the Corrective Action Plan of the Helena School District, but request the Superintendent of Public Instruction to accept a late application from the Helena Public Schools to the Variances to Standards Review Board for their August 6th, 2013 meeting. Motion seconded by Mr. John Edwards.*

_Public comment was heard from Ms. Barbara Rush._

_Motion passed unanimously._
FUTURE AGENDA ITEMS September 12-13th, 2013
Set Annual Agenda Calendar – C
Election of Board Officers
Committee Appointments – C
BPE Goal Review – C
MACIE Update
Superintendent Goals
Assessment Update
Federal Update
Youth Risk Behavior Survey Update
Accreditation Report

Board Member Carroll requested an update from OPI regarding the Smarter Balanced Assessment.

The September Board of Public Education Meeting will be held in Billings.

ADJOURN
The meeting adjourned at 4:42 PM.

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FINANCIALS
## 51010 Board of Public Education

**ORG Budget Summary by OBPP Prog, Fund, Subclass**

### Data Selected for Month/FY: 01 (Jul)/2014 through 02 (Aug)/2014

This report compares ORG Budgets (ORG_BD) to Actuals expended amounts.

### Table: ORG Budget Summary by OBPP Prog, Fund, Subclass

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INFORMATION

❖ REPORTS - Patty Myers (Item 1)

ITEM 1

CHAIRPERSON’S REPORT

Patty Myers

• Approve Changes to Board By-Laws
• Approve Changes to Board Goals
• Set 2014 BPE Meeting Calendar
• Set 2014 Annual Agenda Calendar
STATE OF MONTANA

BOARD OF PUBLIC EDUCATION

BYLAWS

Article I. Name

The legal name of the Board is the Board of Public Education.

Article II. Objective

The objective of the Board is to carry out its constitutional and statutory responsibility to exercise general supervision, in cooperation with the Superintendent of Public Instruction, over the public school system and other such public educational institutions as may be assigned by law.

Article III. Membership

The Board consists of seven members appointed by the Governor and confirmed by the Senate. Not more than four may be from each of the two commission districts per MCA 5-1-102 (2) (a) (b), and not more than four may be affiliated with the same political party. The Governor, Superintendent of Public Instruction and Commissioner of Higher Education are ex officio; non-voting members of the Board. There is also a non-voting student member. The terms of members appointed to the Board shall be seven years. When a vacancy occurs, the Governor shall appoint a member for the remainder of the term of the incumbent. Members appointed to the Board, before discharging their duties, shall take and subscribe to the constitutional oath of office.

Article IV. Officers

The officers of the Board shall consist of a Chairperson and Vice Chairperson. The Chairperson and Vice Chairperson shall be elected among the appointed membership for the period of one year; annual reelection is permissible. Election of the Chairperson and Vice Chairperson shall be conducted by voice vote. The Chairperson and Vice Chairperson elect shall assume their respective office at the beginning of the next regularly scheduled meeting. If the office of the Chairperson or Vice Chairperson is vacated prior to the expiration of the term, the Board will hold an election to fill the vacated office; the newly elected officer will serve for the remainder of the unexpired term and assume the gavel immediately. The duties of the Chairperson shall include presiding at meetings, participation in the construction of meeting agendas and appointing all committees. The Chairperson shall vote on all matters. In the absence of the
Chairperson, the Vice Chairperson shall preside and shall perform such duties as are prescribed for the Chairperson.

**Article V. Executive Secretary Director**

The Board shall appoint, prescribe the term and duties, and establish the salary of the Executive Secretary Director. The Executive Secretary Director shall serve as administrator to the Board and also as liaison between the Board and the Superintendent of Public Instruction, the Commissioner of Higher Education, the Legislature and the Governor’s office.

**Article VI. Meetings**

According to law, the Board shall meet at least quarterly. Special meetings may be called by the Governor, the chairperson of the Board, the Executive Secretary Director, or a request in writing of four regular appointed members. When necessary, the Board may hold meetings for resolution of specific agenda items either by a meeting in person, by conference call or by a combination of both. In the case of a special meeting, the Executive Secretary Director shall notify each regular and ex officio member either by e-mail, mail, or by telephone sufficiently in advance of the meeting to allow all Board members to travel to the meeting site from their principal Montana residence.

In case of a conference call, twenty-four hours prior to the meeting shall be deemed adequate notice.

The Board of Public Education and the Board of Regents shall meet at least twice yearly as the State Board of Education per MCA 20-2-101.

**Article VII. Quorum**

A majority of the appointed members shall constitute a quorum for the transaction of business.

**Article VIII. Committees**

Standing committees shall be as follows:

1. An Executive Committee: composed of the Chairperson, Vice Chairperson and the Executive Secretary Director;
2. An Accreditation Committee;
3. A Licensure Committee;
4. A School for the Deaf and Blind Committee;

Updated July 2013
5. A Government Affairs Committee

6. A Legislative Committee.

Special committees may be appointed by the Chairperson of the Board as the Board shall deem necessary to carry out the responsibilities of the Board.

Duties of the committees shall be to review, report on and make recommendations concerning any item referred to them and to alert the Board Chairperson and Executive Secretary Director on any matters which should be placed on the agenda for Board discussion action. The Chairperson and the Executive Secretary Director shall serve as ex officio, non-voting members of all committees.

The Board shall establish a School for the Deaf and Blind Committee. The committee is responsible for the general supervision and control over the school, subject to the powers of the Board set forth by this by-law. The committee shall meet at the school on a regular basis, not less than six times annually. The Chairperson of the committee shall report on the activities of the committee to the full Board of Public Education at each regular Board meeting. The Board retains the power to overrule or amend any decision of the committee by majority vote of the Board at a duly convened Board meeting. Any member of the Board may by motion bring before the Board any matter on which the committee has acted.

One Board of Public Education member will be appointed by the Chairperson and approved by the entire Board to serve on the School for the Deaf and Blind Foundation. Other members of the Foundation Board are selected by the Foundation and confirmed by the Board of Public Education, all this being in compliance with a contract between the Board of Public Education and the Foundation appointed by the MSDB Board of Directors.

Article IX. Sessions

All committee meetings, telephone conference calls, and regular sessions of the Board shall be open to the public. The Chairperson may close the meeting to the public if he or she determines:

a. That the demand of individual privacy clearly exceeds the merits of public disclosure, or
b. That an open meeting would have a detrimental effect on the bargaining or the litigating position of the Board.

This action will be taken by a decision of the Chairperson or a vote of the Board. The Chairperson shall read for the minutes the reason for the closing, or the minutes will show that the person in question requested a closed session.

Updated July 2013
record will be made of business conducted during a closed session and will be kept in a sealed file subject to opening only by a court order.

Telephone, video conference action, or a combination of the two, providing a quorum is participating in the call, shall be legitimate for transaction of business necessary in between meetings. The minutes of all telephone conference meetings shall be approved at the next regular meeting of the Board.

Article X. Order of Business

The regular order of business shall be as follows:

1. Call to Order
2. Roll Call
3. Statement of Public Participation
4. Agenda Adoption
5. Consent Agenda
6. Items Pulled from Consent Agenda
7. Agenda
8. Date and Place of Next Meeting
9. Adjournment

Article XI. Communications

All official communications should come to the attention of the Board through the Executive Secretary Director of the Board.

Article XII. Parliamentary Procedure


Article XIII. Amendments

These bylaws may be added to or amended by a majority vote at any meeting of the Board of Public Education provided that a quorum is present and provided that the proposed amendment is sent in writing to members of the Board of Public Education at least seven days in advance.

Updated July 2013
Mission Statement: The Montana Constitution created and empowered the Board of Public Education to supervise, serve, maintain, and strengthen Montana’s system of free quality public elementary and secondary schools.

GOALS:

Goal 1: Promote a safe learning environment.

Goal 2: Evaluate the Board’s accreditation standards to ensure they are contemporary and effective to improve quality education for all Montana students.

Goal 3: Provoke quality teaching and administration in an era of change in 21\textsuperscript{st} century learning.

Goal 4: Prepare all Montana student’s for work, post-secondary education, and civic life.

Goal 5: Exercise the Board’s constitutional and statutory authority to improve schools.

Goal 6: Recognize and fulfill the Board’s statutory obligation to the School for the Deaf and Blind.

Revised July 16, 2013
Items highlighted in yellow may need to be updated.

**Draft 8/02/2013**

**BOARD OF PUBLIC EDUCATION**

**ANNUAL AGENDA CALENDAR January 2014 – November 2014**

(Proposed Items from OPI are in italics – C symbolizes Consent Agenda)

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<td>MACIE Annual Report</td>
<td></td>
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<tr>
<td>Joint MACIE/BPE/OPI Meeting</td>
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<tr>
<td>Assessment Update</td>
<td></td>
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<tr>
<td>Federal Update</td>
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<td>Alternative Standards Request</td>
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<td>Accreditation Report</td>
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<td>Exiting Board Member Recognition</td>
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<td><strong>Annual Renewal Unit Providers (List) - C</strong></td>
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<thead>
<tr>
<th>JULY 16-18, 2014</th>
<th>HELENA</th>
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<tbody>
<tr>
<td>Strategic Mtg.–Review Bylaws &amp; Operational Rules</td>
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<tr>
<td>CSPAC/BPE Joint meeting</td>
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<td>Annual CSPAC Report</td>
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<td>MACIE Update</td>
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<td>Annual GED Report</td>
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<td>Special Education Report</td>
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<td>Assessment Update</td>
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<td>Accreditation Report</td>
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## 2013-2014 Schedule

### 2013

<table>
<thead>
<tr>
<th>Date Range</th>
<th>Location</th>
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<tbody>
<tr>
<td>January 17-18, 2013 (1 day conference call)</td>
<td>Helena, MT</td>
</tr>
<tr>
<td>March 14-15, 2013</td>
<td>Helena, MT</td>
</tr>
<tr>
<td>May 9-10, 2013</td>
<td>Great Falls, MT</td>
</tr>
<tr>
<td>July 17-19, 2013</td>
<td>Helena, MT</td>
</tr>
<tr>
<td>September 12-13, 2013</td>
<td>TBD</td>
</tr>
<tr>
<td>November 14-15, 2013 (1 day?)</td>
<td>Helena, MT</td>
</tr>
</tbody>
</table>

### 2014

<table>
<thead>
<tr>
<th>Date Range</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 16-17(^{th}), 2014 (1 day conference call)</td>
<td>Helena, MT</td>
</tr>
<tr>
<td>March 13-14, 2014</td>
<td>Helena, MT</td>
</tr>
<tr>
<td>May 8-9(^{th}), 2014</td>
<td>Great Falls, MT</td>
</tr>
<tr>
<td>July 16-18, 2014</td>
<td>Helena, MT</td>
</tr>
<tr>
<td>September 11-12, 2014</td>
<td>TBD</td>
</tr>
<tr>
<td>November 13-14(^{th}), 2014</td>
<td>Helena, MT</td>
</tr>
</tbody>
</table>
ITEM 2

EXECUTIVE DIRECTOR REPORT

Peter Donovan
Meetings Attended by Peter Donovan
07/29/2013 to 09/11/13

July
1. TLLC Evaluation Work Group Planning Meeting 07/29/2013
2. MSDB Committee Meeting 07/31/2013

August
3. Leadership Team/Variations to Standard Meeting 08/01/2013
4. OPI meeting/Senate Joint Resolution 14 08/05/2013
5. School Administrators of Montana, New Leaders Institute 08/05/2013
6. Variances to Standards Review Board Meeting 08/06/2013
7. School Administrators of Montana Institute 08/07/2013
8. Conference call w/Patty and Sharon 08/08/2013
9. TLLC Evaluation Workgroup 08/09/2013
10. Educator Performance Appraisal System Training 08/13/2013
11. Meeting on Recommendations of Variances to Standards Board 08/14/2013
12. School Staffing Leadership Meeting 08/15/2013
13. Conference call w/Patty and Sharon 08/16/2013
14. Meeting with Pad McCracken, Legislative Services Division 08/16/2013
15. Celebration of Accomplishments from 2013 Legislative Session 08/17/2013
16. MSDB Committee Meeting 08/28/2013
17. TLLC Workgroup Planning Meeting 08/29/2013
18. Conference Call to Discuss HJ 14 08/29/2013
19. Accreditation Rules Adoption Process 08/30/2013

September
20. TLLC Workgroup Meeting 09/04/2013
ITEM 3

STATE SUPERINTENDENT’S REPORT

State Superintendent Denise Juneau

MACIE Appointments

- Norma Bixby
- Dr. Richard Littlebear
MEMO

TO: Montana Board of Public Education

FROM: Denise Juneau
Superintendent of Public Instruction

DATE: August 7, 2013

SUBJECT: Nominee for the Montana Advisory Council on Indian Education (MACIE)

The Bylaws of the Montana Advisory Council on Indian Education (MACIE) state the following in Article 1, Membership: “The membership shall be selected in consultation with Indian tribes, Indian organizations, major education organizations in which Indians participate and schools where Indian students and adults attend. The Board of Public Education and the Superintendent of Public Instruction will jointly make appointments to MACIE.”

Norma Bixby has been nominated by the Northern Cheyenne Tribe. I concur with the recommendation to accept her as a MACIE member and ask the Board of Public Education to consider and approve her as a member of MACIE.

Thank you.
MEMO

TO: Montana Board of Public Education

FROM: Denise Juneau  
Superintendent of Public Instruction

DATE: August 27, 2013

SUBJECT: Nominee for the Montana Advisory Council on Indian Education (MACIE)

The Bylaws of the Montana Advisory Council on Indian Education (MACIE) state the following in Article 1, Membership: “The membership shall be selected in consultation with Indian tribes, Indian organizations, major education organizations in which Indians participate and schools where Indian students and adults attend. The Board of Public Education and the Superintendent of Public Instruction will jointly make appointments to MACIE.”

Dr. Richard Littlebear has been nominated by the Montana Tribal College Presidents. I concur with the recommendation to accept her as a MACIE member and ask the Board of Public Education to consider and approve her as a member of MACIE.

Thank you.
Please fill out this form and return to:
Billie LeDeau
Office of Public Instruction
PO Box 202501
Helena, MT  59620-2501

I wish to appoint the person listed below as our representative to the Montana Advisory Council on Indian Education.

Name:  Dr. Richard Littlebear
Address:  Chief Dull Knife College  Box 98
City, ZIP:  Lame Deer MT  59043
Phone/Fax:  406-477-6215
Email:  rlbear@cdkc.edu

I have contacted our nominee and he/she has agreed to represent our organization.

Organization:  MT Tribal College Presidents

Signature:  Florence M. Barrie

Date:  8/15/13
ITEM 4

COMMISSIONER OF HIGHER EDUCATION’S REPORT

Commissioner Clayton Christian
ITEM 5

GOVERNOR’S OFFICE REPORT

Shannon O’Brien
ITEM 6

STUDENT REPRESENTATIVE REPORT

Charity Ratliff
DISCUSSION

- MACIE LIAISON
  (Item 7)
  Patty Myers

ITEM 7

MACIE REPORT

Sandra Boham
EXECUTIVE SUMMARY
DATE: SEPTEMBER 2013

PRESENTATION: Montana Advisory Council on Indian Education Report

PRESENTER: Sandra Boham
MACIE Chair
Office of Public Instruction

OVERVIEW: Report will cover the previous two MACIE meetings. Topics include implementation of changes in MACIE membership, input on Office of Public Instruction publications, support for native language programs, Indian student achievement, special education, and digital academy.

REQUESTED DECISION(S): None, informational item only.

OUTLYING ISSUE(S):

RECOMMENDATION(S): none
EXECUTIVE COMMITTEE (Items 8-10)

ITEM 8

FEDERAL UPDATE

Nancy Coopersmith
Scott Furois
**EXECUTIVE SUMMARY**  
**DATE:** SEPTEMBER 2013

**PRESENTATION:** Federal Update  

**PRESENTER:**  
Nancy Coopersmith  
Assistant Superintendent  

Scott Furois  
Research Analyst  

Office of Public Instruction

**OVERVIEW:** This presentation will include information about ESEA Reauthorization and the Adequate Yearly Progress (AYP) process and results for the 2012-13 school year.

**REQUESTED DECISION(s):** There are no requested decisions. This is an informational presentation.

**OUTLYING ISSUE(s):** None

**RECOMMENDATION(s):** None
FOR IMMEDIATE RELEASE
August 2, 2013
Contact: Allyson Hagen, (406) 444-3160, ahagen2@mt.gov

Juneau Releases Federal NCLB Report, Looks Ahead to a State-Based Accountability System

HELENA - Superintendent of Public Instruction Denise Juneau today released the eleventh annual Adequate Yearly Progress report (AYP) to comply with the federal No Child Left Behind Act of 2001 (NCLB). The current testing goals require that 94.8 percent of students score proficient or above in Reading and 90 percent of students score proficient or above in Math. Last year’s testing goals or “Annual Measurable Objectives” (AMOs) for were 89.6 percent in Reading and 80 percent in Math. In 2014, NCLB mandates that 100 percent of students in Montana schools score proficient or above in Reading and Math on the state test.

Schools are currently required to meet 41 benchmarks on the state test to meet AYP under the federal NCLB law. A school’s Adequate Yearly Progress is calculated based on test participation, academic achievement, the graduation rate and student attendance. The AYP graduation rate goal is currently 85 percent.

Superintendent Juneau stated, “No Child Left Behind is a broken system that has been overdue for reauthorization by Congress for six years.” She continued, “We need an accountability system that provides meaningful information to educators, parents, students and communities about the educational outcomes in Montana’s public schools. It’s time for us to work together as Montanans to decide which measures will help us truly analyze the quality of public education in our state and use those measures to develop a new, state-based accountability system.”

Montana continues to outperform the nation on measurements of student achievement. According to the 2011 “Nation’s Report Card”, only one state scored higher than Montana eighth graders in math and no states scored higher in reading. In grade four math, only seven states scored higher than Montana, and in grade four reading only five states scored higher. In the latest science report card, Montana’s eighth graders shared the highest score in the nation with just three other states and our fourth graders ranked second-highest.

During the 2011-2012 school year, Montana’s graduation rate increased from 82.2 percent to 83.9 percent. The national graduation rate is 78.2 percent. Montana students consistently outpace the national average on the ACT and SAT college entrance exams.

Continued Juneau, “Parents want to know that Montana’s public education system is preparing their children to be successful adults. While we should review how student performance grows over time on the state exam, there are additional measures that demonstrate the quality of education in our state.”
Superintendent Juneau suggested the following measures should be considered when analyzing the quality of Montana's education system:

- Improving graduation rates,
- Decreasing college remediation rates,
- Increasing college-going rates,
- Reducing achievement gaps,
- Assisting struggling schools,
- Providing high-quality instruction,
- Providing flexibility and promoting innovation, and
- Supporting student health and safety.

"We continue to celebrate our great educational outcomes in Montana as well as confront our challenges," said Juneau. "Montana educators continue to strive to improve our education system and graduate students who are prepared for life after high school. Communities and families deserve an accountability system that provides them with a complete picture of the educational experience and results of their local public school."

Information on the above measures and the efforts underway to make Montana's great public education system even better can be found here: http://opi.mt.gov/pdf/ayp/2013/2013-AYP-Additional-Measures.pdf.

The "Adequate Yearly Progress" status of each Montana school and district is summarized on the Office of Public Instruction's Web site at: http://opi.mt.gov/AYP.
ADEQUATE YEARLY PROGRESS THE NUMBERS

Scott Furois
Office of Public Instruction
July 2013
Progression of MT AMO targets

Annual Measurable Objective (AMO) progression, 2006-2014
Montana Adequate Yearly Progress

- **Schools making AYP**
  - In 2008, 71.8% of Montana schools made AYP
  - In 2009, 73.6% of Montana schools made AYP
  - In 2010, 72.6% of Montana schools made AYP
  - In 2011, 72.2% of Montana schools made AYP
  - In 2012, 74.1% of Montana schools made AYP
  - In 2013, 46.6% of Montana schools made AYP
SSAP: 362 schools evaluated (including 6 schools originally evaluated through calculated process): 310 Made AYP.

Calculated Process: 440 Schools evaluated (doesn’t include the 6 schools above): 70 made AYP.
  - 46 made through “Safe Harbor” process

Feeder School process: 16 schools, 1 made AYP
Until this year, “all student” CRT achievement results had increased for every year in both reading and math since 2004.

<table>
<thead>
<tr>
<th>School Year</th>
<th>Reading Proficient %</th>
<th>Math Proficient %</th>
</tr>
</thead>
<tbody>
<tr>
<td>2004</td>
<td>62%</td>
<td>57%</td>
</tr>
<tr>
<td>2005</td>
<td>68%</td>
<td>59%</td>
</tr>
<tr>
<td>2006</td>
<td>78%</td>
<td>61%</td>
</tr>
<tr>
<td>2007</td>
<td>81%</td>
<td>63%</td>
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<tr>
<td>2008</td>
<td>81%</td>
<td>63%</td>
</tr>
<tr>
<td>2009</td>
<td>82%</td>
<td>64%</td>
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<tr>
<td>2010</td>
<td>84%</td>
<td>67%</td>
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<tr>
<td>2011</td>
<td>85%</td>
<td>68%</td>
</tr>
<tr>
<td>2012</td>
<td>86%</td>
<td>68%</td>
</tr>
<tr>
<td>2013</td>
<td>84%</td>
<td>66%</td>
</tr>
</tbody>
</table>
Conclusions

- AMO targets have risen to a very high mark
  - 94.8% proficient in Reading
  - 90% proficient in Math
- CRT statewide results decreased slightly this year
  - 2 percentage points in both reading and math
- These two facts combine to result in a large number of schools not making AYP
ITEM 9

CRITERION REFERENCED TEST (CRT)
RESULTS FOR 2012-13 SCHOOL YEAR

Scott Furois
EXECUTIVE SUMMARY
DATE: SEPTEMBER 2013

PRESENTATION: Assessment Update

PRESENTER: Scott Furois
Data Analyst
Office of Public Instruction

OVERVIEW: Summary of the proficiency levels for the 2013 Criterion Referenced Test administered in Reading and Math, grades 3-8 and 10 and Science, grades 4, 8, and 10.

REQUESTED DECISION(S): Information Item

OUTLYING ISSUE(S): None

RECOMMENDATION(S): None
Montana Comprehensive Assessment System

2013 CRITERION-REFERENCED TEST RESULTS
JUDY SNOW
STATE ASSESSMENT DIRECTOR
DATA PREPARED BY SCOTT FUROIS
OPI DATA ANALYST

September 2013

MontCAS Criterion Referenced Tests

- Reading and Math: Grades 3-8 and 10
- Science: Grades 4, 8, and 10

September 2013
Percent Proficient Reading CRT - All Grades

September 2013

Percent Proficient CRT Reading - Grade 4

September 2013
Percent Proficient Science CRT

<table>
<thead>
<tr>
<th>School Year</th>
<th>Grade 5</th>
<th>Grade 8</th>
<th>Grade 10</th>
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<tr>
<td>2009</td>
<td>66%</td>
<td>60%</td>
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<tr>
<td>2010</td>
<td>66%</td>
<td>63%</td>
<td>43%</td>
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<tr>
<td>2011</td>
<td>66%</td>
<td>64%</td>
<td>47%</td>
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<td>2012</td>
<td>68%</td>
<td>66%</td>
<td>45%</td>
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<td>2013</td>
<td>70%</td>
<td>54%</td>
<td>42%</td>
</tr>
<tr>
<td>2009</td>
<td>57%</td>
<td>27%</td>
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<tr>
<td>2010</td>
<td>26%</td>
<td>31%</td>
<td>16%</td>
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<tr>
<td>2011</td>
<td>30%</td>
<td>33%</td>
<td>17%</td>
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<tr>
<td>2012</td>
<td>33%</td>
<td>34%</td>
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<tr>
<td>2013</td>
<td>41%</td>
<td>33%</td>
<td>19%</td>
</tr>
<tr>
<td>American Indian/Alaskan Native</td>
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<td></td>
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</tr>
<tr>
<td>2009</td>
<td>71%</td>
<td>65%</td>
<td>46%</td>
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<tr>
<td>2010</td>
<td>70%</td>
<td>67%</td>
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<td>2011</td>
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<td>2012</td>
<td>71%</td>
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<td>2013</td>
<td>73%</td>
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<td>White, Non-Hispanic</td>
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<tr>
<td>2009</td>
<td>53%</td>
<td>44%</td>
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<tr>
<td>2010</td>
<td>54%</td>
<td>48%</td>
<td>30%</td>
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<tr>
<td>2011</td>
<td>49%</td>
<td>49%</td>
<td>31%</td>
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<tr>
<td>2012</td>
<td>55%</td>
<td>52%</td>
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<tr>
<td>Economically Disadvantaged</td>
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<tr>
<td>2009</td>
<td>59%</td>
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<td>28%</td>
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<tr>
<td>2011</td>
<td>45%</td>
<td>27%</td>
<td>19%</td>
</tr>
<tr>
<td>2012</td>
<td>45%</td>
<td>27%</td>
<td>17%</td>
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<tr>
<td>Limited English Proficient</td>
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<tr>
<td>Special Education Students</td>
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</tr>
<tr>
<td>2010</td>
<td>64%</td>
<td>41%</td>
<td>16%</td>
</tr>
</tbody>
</table>

OPI Assessment Contacts

Judy Snow | STATE ASSESSMENT DIRECTOR | Montana Office of Public Instruction | PH 406.444.3656 | FAX 406.444.0743 | P.O. BOX 202501 HELENA, MT 59620-2501 |

Yvonne M. Field | ASSESSMENT SPECIALIST | Montana Office of Public Instruction | yfield@mt.gov | PH 406.444.0748 | FAX 406.444.0743 | P.O. BOX 202501 HELENA, MT 59620-2501 |

Ashley Makowski | ASSESSMENT ADMINISTRATIVE ASSISTANT | Montana Office of Public Instruction | amakowski@mt.gov | PH 406.444.3511 | FAX 406.444.0743 | P.O. BOX 202501 HELENA, MT 59620-2501 |

Assessment Link [http://opi.mt.gov/curriculum/MontCAS/](http://opi.mt.gov/curriculum/MontCAS/)

Transition to MCCS and Assessments Link [http://www.opi.mt.gov/MontanaCommonCoreStandards](http://www.opi.mt.gov/MontanaCommonCoreStandards)
ITEM 10

THE STATE MODEL FOR THE EVALUATION OF TEACHERS AND PRINCIPALS

Dr. Linda Peterson
EXECUTIVE SUMMARY
DATE: SEPTEMBER 2013

PRESENTATION: Report on the Kick-off of the Pilot Year of the Montana Educator Performance Appraisal System – State model for the evaluation of teachers and principals (Accreditation Committee)

PRESENTER: Linda Vrooman Peterson, Administrator
Accreditation and Educator Preparation Division
Office of Public Instruction

OVERVIEW: On Tuesday, August 13, 2013, 35 Montana school district teams and individuals participated in the initial workshop to kick-off the pilot year of the state model for the evaluation of teachers and principals. The Montana Educator Performance Appraisal System (Montana-EPAS) is the state model evaluation system that is referenced in ARM 10.55.701(4)(b). This presentation will provide to the Board of Public Education a progress report on the implementation of the state standard ARM 10.55.701(4). The updated implementation timeline for the 2013-14 pilot year is attached.

REQUESTED DECISION(S): None

OUTLYING ISSUE(S): None

RECOMMENDATION(S): Information/Discussion
August 13, 2013

**Montana Evaluation System**  
**Implementation Timeline for 2013–2014**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 13, 2013</td>
<td>Initial workshop for school district personnel who are piloting the Montana-EPAS, or are integrating portions of the state model into the local evaluation system</td>
</tr>
<tr>
<td>September 2013</td>
<td>Superintendents Fall Conference – Presentation and training on implementation of Montana-EPAS Pilot, use of portions of the state model, and alignment of local evaluation system to state standards</td>
</tr>
<tr>
<td>October 2013</td>
<td>Presentations: Implementation of Montana-EPAS Pilot, State County Superintendents’ Conference; Educators’ Conference; and MCEL Conference</td>
</tr>
<tr>
<td>October 29, 2013</td>
<td>Trainer-of-trainers workshop to assist school districts piloting the Montana-EPAS</td>
</tr>
<tr>
<td>October 30, 2013</td>
<td>Second all-day workshop to assist school districts piloting the Montana-EPAS, in whole or in part</td>
</tr>
<tr>
<td>Ongoing 2013-14</td>
<td>Follow-up technical assistance and support available through the Regional Education Service Areas (RESA) network to school districts that are 1) piloting the Montana-EPAS, 2) using portions of the state model; or 3) beginning to align local system to state standards</td>
</tr>
<tr>
<td>Winter 2014</td>
<td>Third all-day workshop to assist school districts piloting the Montana-EPAS, in whole or in part</td>
</tr>
<tr>
<td>Spring 2014</td>
<td>Gather implementation data from the pilot year of the state model and district alignment assessment process; adjust the state model and processes as necessary</td>
</tr>
<tr>
<td>June 2014</td>
<td>Cohort II – Initial all-day workshop for school district teams and trainers implementing the Montana Educator Performance Appraisal System (Montana-EPAS)</td>
</tr>
</tbody>
</table>

*The Montana Office of Public Instruction provides vision, advocacy, support, and leadership for schools and communities to ensure that all students meet today’s challenges and tomorrow’s opportunities.*
July 1, 2014
Publish revised state models for evaluation in the Appendices of the Montana School Accreditation Standards and Procedures Manual

August 2014
By Fall of 2014, all Montana school districts will use teacher and principal evaluation systems aligned to the accreditation standards assuring continuous education improvement

Ongoing Support
Follow-up technical assistance and support available through the Regional Education Service Areas (RESA) network to school districts that are 1) piloting the Montana-EPAS, 2) using portions of the state model; or 3) beginning to align local system to state standards

Evaluation Systems Work Group
The Montana-EPAS was developed by a subgroup formed to meet the requirements of the Board of Public Education standard ARM 10.55.701(4)(b) the Superintendent of Public Instruction shall develop and publish model evaluation instruments that comply with this rule in collaboration with the MEA-MFT, Montana Rural Education Association, Montana School Boards Association, School Administrators of Montana, and Montana Small School Alliance.

This subgroup, the Evaluation System Work Group, includes: Kirk Miller, School Administrators of Montana (SAM); Marco Ferro, MEA-MFT; Dan Rask, Montana Small Schools Alliance (MSSA); Bob Vogel, Montana School Boards Association (MTSBA); Dave Puyear, Montana Rural Education Association (MREA); Virginia Braithwaite, Montana State University - Northern; Teresa Burson, Helena Public Schools; Scott Dubbs, Lewistown Public Schools; Pete Donovan, Board of Public Education; along with Steve York and Linda Vrooman Peterson, Office of Public Instruction (OPI). Tammy Pilcher and Greg Upham of the Helena Public Schools have recently joined the the work group.

The work group activities are facilitated by the OPI.

The Montana Office of Public Instruction provides vision, advocacy, support, and leadership for schools and communities to ensure that all students meet today's challenges and tomorrow's opportunities.
Benefits and Expectations
Pilot Year Implementation of the State Model for Evaluation

What are the benefits to piloting the state model for the evaluation of teachers and principals, in whole or in part?

1. During the 2013-14 school year, the OPI will provide three face-to-face workshops on the content, process and procedures of the state model evaluation systems: August 13; October 30; and Winter 2014. These workshops for Cohort 1 will be facilitated by consultants from the Danielson Group.
2. Written reports and updates disseminated following the workshops.
3. Regular conference call check-ins will provide support and a venue to talk about process is going? What’s working? What needs to be adjusted? What assistance is needed?
4. Access to regional technical assistance and support for a nominal fee through the RESAs
5. Access to Teachscape for the pilot year
6. Access to the Danielson Group website for additional resources and ideas
7. Opportunities to share ideas and to learn from colleagues from across Montana

What do we at Office of Public Instruction expect from the participants engaged in pilot year to implement the state model, in whole or in part?

1. Implement the state model as designed – in whole or in part
2. Provide feedback to the OPI about the state model: how it works, or is not working, and why
3. Participate in the three workshops and conference calls
4. Following each workshop, provide electronic feedback to the OPI
5. Engage with other pilot district personnel to exponentially enhance the state and local evaluation systems
6. Actively engage in the Teachscape tools (Reflect and Focus)
7. Access RESA network for ongoing support and technical assistance
ACTION

❖ LICENSURE COMMITTEE (Items 11-13)
   Sharon Carroll

TIME CERTAIN @1:00 PM

ITEM 11

HEARING BPE CASE #2013-01

Katherine Orr
DISCUSSION

ITEM 12

REPORT ON THE SURRENDER OF TEACHER LICENSES

Ann Gilkey
EXECUTIVE SUMMARY
DATE: SEPTEMBER 2013

PRESENTATION: Report of Educator License Surrender

PRESENTER:
Ann Gilkey
Chief Legal Counsel
Office of Public Instruction

OVERVIEW: ARM 10.57.605 requires the Superintendent of Public Instruction to "provide notice to the Board of Public Education of each surrender of a license and of the circumstances surrounding the surrender."

REQUESTED DECISION(s): Information

OUTLYING ISSUE(s):

RECOMMENDATION(s): N/A
ITEM 13

PRESENTATION OF THE REJOINDER FROM THE PHYLISS J. WASHINGTON (PJW) COLLEGE OF EDUCATION AND HUMAN SERVICES AT THE UNIVERSITY OF MONTANA IN RESPONSE TO THE STATE EXIT REPORT OF THE APRIL 14-16, 2013, JOINT NCATE/CAEP/STATE ACCREDITATION REVIEW

Dr. Linda Peterson
EXECUTIVE SUMMARY
DATE: SEPTEMBER 2013

PRESENTATION: Rejoinder from the Phyllis J. Washington (PJW) College of Education and Human Sciences at The University of Montana in response to the State Exit Report of the April 14-16, 2013, Joint NCATE/CAEP/State Accreditation Review (Licensure Committee)

PRESENTER: Linda Vrooman Peterson, Ph.D.
Administrator, Accreditation and Educator Preparation Division
Office of Public Instruction

OVERVIEW: During the July 2013 meeting of the Board of Public Education, the State Superintendent’s staff presented the state exit report of the April 14-16, 2013, Accreditation Review of the PJW College of Education and Human Sciences at the University of Montana (UMT). Pursuant to the review protocol, Dr. Roberta Evans, Dean and Professor, PJW College of Educator and Human Sciences, in a written response to the Office of Public Instruction (OPI) acknowledged “one area of notation” and requested a “few factual corrections.” Dr. Evans’ letter and the OPI response are attached.

REQUESTED DECISION(S): None

OUTLYING ISSUE(S): Timeline for anticipated action by the BPE
1. October 2013 – Final action by the CAEP Commission
2. November 2013 – State Superintendent Denise Juneau recommends final action to the BPE regarding program approval and accreditation status

RECOMMENDATION(S): Discussion
June 13, 2013

Dr. Linda Vrooman Peterson
PO Box 202501
Helena, MT, 59620-2501

Dear Linda:

I write to thank you and the state team for your work during our recent accreditation visit. We here at the Phyllis J. Washington College of Education and Human Sciences are aware of the tremendous amount of effort that goes into the review process and we are appreciative of your service. In general, we are in agreement with the team’s findings. We would like to acknowledge one area of notation and we would like to take this opportunity to make a few factual corrections.

In the case of Art K-12, the notation has been reviewed, and a plan is in place to address the issue beginning fall semester. In the case of World Languages where Spanish, Russian and Latin met the standards with notation, we believe there are some inaccuracies. With Spanish, concerns were expressed about students’ exposure to culture. A detail that may have been missed in the review is the fact that all Spanish students (whether completing a major or minor) are required to complete a study abroad experience in a Spanish-speaking country. We believe in combination with course work this experience does in fact provide students with a strong foundation in history, civilization, and culture.

With both Russian and Latin, the notation indicates there is incongruence between sources of information. It is not clear to our team where this exists. The forms we house in Teacher Education Services and the information in the catalog for both Curriculum and Instruction and Modern and Classical Languages align. Specific to Russian, it may appear there are no electives offered but there are multiple special topics courses offered each year under RUSS 391 and 491 students may take to fulfill the upper division elective requirements. Similarly, with Latin, students are able to take LATN 311, Major Authors, multiple times. These courses are listed as “R-18” in the catalog indicating a change of content and the repeatability (up to six times) of the course given the unique content at each offering.

Clearly, these concerns with World Languages are minor, but it would be appreciated if we received some additional clarification so we could have a more precise plan to address the notations. If appropriate, we ask that the notations be removed.

Once again, thank you for your efforts in reviewing our programs.

Sincerely,

Roberta D. Evans
Dean and Professor
August 26, 2013

Dr. Roberta D. Evans, Dean and Professor
Phyllis J. Washington College of Education and Human Sciences
The University of Montana
32 Campus Drive
Missoula, MT 59812-6336

Dear Roberta:

Thank you for your letter of June 13, 2013, that relates “to one area of notation” and “to make a few factual corrections.” After a thorough review of the narrative report, scored Institutional Report, course syllabi and catalogs, and conversations with off-site and on-site reviewers, the Office of Public Instruction (OPI) presents these conclusions.

Arts K-12
The OPI acknowledges that the PJW College of Education and Human Sciences has developed a plan to address the notation beginning fall semester of 2013.

Excerpt from the State Exit Narrative Report June 2013
There is no evidence to indicate that the Art program courses are specifically addressing copyright and patent laws, budget and purchasing, and censorship that are all referenced in the standards.

World Languages – Spanish
After reviewing the narrative report, course syllabi, and catalog information, the OPI concurs with the review team finding: There is no evidence of performance outcomes of the study abroad experience. The notation recommends that the Spanish program faculty examine the study abroad program to determine the common performance outcomes and indicators. The notation remains.

Correct the Institutional Report: Provide the appropriate link to the syllabus for SPNS 102 Introduction to Spanish II; and add the link to the syllabus for SPNS 301 Oral and Written Expression.

World Languages – Russian and Latin
The OPI staff agrees that the information in the Teacher Education Services and the information in the catalog for both Curriculum and Instruction and Modern and Classical Languages align. The notations for the Russian and Latin programs are removed.

The approval designation of “met with notation” means that there is a minor deviation to the standard and that the recommendation/suggestion does not require immediate follow-up or reporting before the Board of Public Education takes action final on the approval of the
accreditation status. Progress and changes in areas of “met with notation” would be examined in the next accreditation review cycle.

If you have questions or comments, contact me by telephone at (406) 444-5726, or by email at lvpeterson@mt.gov.

On behalf of the Office of Public Instruction Accreditation and Educator Preparation Division, I wish to acknowledge your overall effort and working vision for the present and future of educator preparation and the implications for K-12 students. Thank you for all you do.

Sincerely,

Linda Vrooman Peterson
Accreditation and Educator Preparation Division Administrator

cc: Susan Harper-Whalen, Associate Dean
    Dennis Parman, Deputy Superintendent
    Nancy Coopersmith, Assistant Superintendent
From April 14-16, 2013, a four person state team and five person NCATE/CAEP team worked on the campus at the University of Montana (UM) to review the Phyllis J. Washington College of Education and Human Sciences (the Unit). Unit partners include three additional colleges—College of Arts and Sciences, College of Visual and Performing Arts, and the School of Business. The purpose of the On-Site Team's visit was to verify the Unit’s Institutional Report (IR) as meeting the 2007-2014 Montana Professional Educator Preparation Program Standards (PEPPS). Team members read documents, visited field placement sites, and interviewed staff, faculty, administrators, and candidates, both current and completed. The purpose of this document is to summarize the results of the team's findings.

Sub-Chapter 5 – Teaching Areas: Specific Standards Initial Programs

<table>
<thead>
<tr>
<th>ARM</th>
<th>TITLE</th>
<th>STATUS</th>
<th>NARRATIVE REPORT Page Number</th>
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<tbody>
<tr>
<td>10.58.501</td>
<td>General Requirements</td>
<td>Met</td>
<td>1-2</td>
</tr>
<tr>
<td>10.58.503</td>
<td>Art K-12</td>
<td>Met with Notation</td>
<td>3</td>
</tr>
<tr>
<td>10.58.505</td>
<td>Business and Information Technology Education</td>
<td>Met</td>
<td>4</td>
</tr>
<tr>
<td>10.58.507</td>
<td>Theatre</td>
<td>Met</td>
<td>5</td>
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<tr>
<td>10.58.508</td>
<td>Elementary</td>
<td>Met</td>
<td>6</td>
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<td>10.58.509</td>
<td>English/Language Arts</td>
<td>Met</td>
<td>7</td>
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<tr>
<td>10.58.510</td>
<td>Students with Disabilities</td>
<td>Met</td>
<td>8</td>
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<td>10.58.511</td>
<td>World Languages</td>
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<td>9-15</td>
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<tr>
<td></td>
<td>French</td>
<td>Met</td>
<td>9</td>
</tr>
<tr>
<td></td>
<td>Spanish</td>
<td>Met with Notation</td>
<td>10-11</td>
</tr>
<tr>
<td></td>
<td>Russian</td>
<td>Met with Notation</td>
<td>12</td>
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<tr>
<td></td>
<td>German</td>
<td>Met</td>
<td>13</td>
</tr>
<tr>
<td></td>
<td>Latin</td>
<td>Met with Notation</td>
<td>14</td>
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<tr>
<td></td>
<td>English as a Second Language K-12</td>
<td>Met</td>
<td>15</td>
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<tr>
<td>10.58.513</td>
<td>Health</td>
<td>Met</td>
<td>17</td>
</tr>
<tr>
<td>10.58.517</td>
<td>Library Media K-12</td>
<td>Met</td>
<td>18</td>
</tr>
<tr>
<td>10.58.518</td>
<td>Mathematics</td>
<td>Met</td>
<td>19</td>
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<td>10.58.519</td>
<td>Music K-12</td>
<td>Met</td>
<td>20</td>
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<tr>
<td>10.58.520</td>
<td>Physical Education</td>
<td>Met</td>
<td>17</td>
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<td>10.58.521</td>
<td>Reading Specialists K-12</td>
<td>Met</td>
<td>21-22</td>
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### Sub-Chapter 5 – Teaching Areas: Specific Standards Advanced Programs

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<td>10.58.509</td>
<td>English/Language Arts (MA)</td>
<td>Met</td>
<td>7</td>
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<tr>
<td>10.58.512</td>
<td>School Counseling K-12</td>
<td>Met</td>
<td>16</td>
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<tr>
<td>10.58.518</td>
<td>Mathematics (MA in Education)</td>
<td>Met</td>
<td>19</td>
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<tr>
<td>10.58.518</td>
<td>Mathematics (MA Option II)</td>
<td>Met</td>
<td>19</td>
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<tr>
<td>10.58.519</td>
<td>Music K-12 (MM)</td>
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### Sub-Chapter 6 – Curriculum Principles and Standards: Advanced Programs

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<td>10.58.601</td>
<td>Program Planning and Development</td>
<td>Met</td>
<td>37</td>
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<tr>
<td>10.58.602</td>
<td>Teaching Areas: Advanced Programs</td>
<td>Met</td>
<td>37</td>
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<tr>
<td>10.58.603</td>
<td>Assessment of Advanced Programs</td>
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Sub-Chapter 7 – Specializations: Supervisory and Administrative Programs

<table>
<thead>
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<tr>
<td>10.58.705</td>
<td>School Principals, Superintendents, Supervisors and Curriculum Directors</td>
<td>Met</td>
<td>38</td>
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<tr>
<td>10.58.707</td>
<td>School Psychologists</td>
<td>Met</td>
<td>39</td>
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Student Learning for Other School Professionals

<table>
<thead>
<tr>
<th>ARM</th>
<th>TITLE</th>
<th>STATUS</th>
<th>NARRATIVE REPORT Page Number</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Speech Language Pathology</td>
<td>Met</td>
<td>40</td>
</tr>
<tr>
<td></td>
<td>Integrated Arts and Education (Creative Pulse)</td>
<td>Met</td>
<td>41</td>
</tr>
<tr>
<td></td>
<td>Curriculum and Instruction (M.Ed.)</td>
<td>Met</td>
<td>42</td>
</tr>
</tbody>
</table>

Commendations: The Professional Education Council is a clear example of the Unit’s Conceptual Framework center—a Learning Community. The Unit has demonstrated its leadership in forming collaborative, constructive, visionary relationships with their partner colleges to prepare educators.

Improvements: We encourage the Unit to continue exploring ways of insuring that all candidates have the opportunity to work with a wide diversity of learners. We also suggest that the Unit recognize opportunities to expose candidates to local learners for whom English is not their first language and near-by reservation schools where learners’ first language may be that of their tribe.

We thank the University of Montana administration, faculty and students for their warm welcome. Our work and lodging environments were comfortable. From the first evening, when the team members were introduced to the University of Montana Professional Education Unit to the conclusion of our visit, staff, faculty, and students welcomed us and complied with our requests. A special thank you is extended to the planners/providers of electronic resources, including the website reports/exhibits, access to the internet, and a speedy response to calls for technical help. Clearly, care was taken in planning this visit.

Thank you all for a job well-done.
ACTION

❖ ACCREDITATION COMMITTEE
   (Items 14-15)

Bernie Olson

ITEM 14

TIME CERTAIN @3:00

ACTION ON THE STATE SUPERINTENDENT’S RECOMMENDATIONS OF THE VARIANCE TO STANDARDS APPLICATIONS

Dennis Parman
EXECUTIVE SUMMARY
DATE: SEPTEMBER 2013

PRESENTATION: Recommendations Relating to Variances to Standards Applications

PRESENTER: Dennis Parman
Deputy Superintendent of Public Instruction
Office of Public Instruction

OVERVIEW: This presentation provides to the Board of Public Education the State Superintendent's recommendations on the Variances to Standards applications for implementation second semester 2013-14.

REQUESTED DECISION(S): Action

OUTLYING ISSUE(S): 

RECOMMENDATION(S):
Superintendent’s Recommendations on the Applications for a Variances to Standards (ARM 10.55.604) Submitted by Schools, July 2013 for Implementation
Second Semester of the 2013-14 School Year

Application 1. Troy Elementary School, Troy Junior High and Troy High School- variance to ARM 10.55.601(3). The superintendent recommends approval of the request for the variance as submitted in this application.

Application 3. Kalispell Flathead High School and Kalispell Glacier High School- variance to ARM 10.55.601(3). The superintendent recommends approval of the request for the variance as submitted in this application.

Application 5. Sweet Grass County High School- variance to ARM 10.55.601(3). The superintendent recommends approval of the request for the variance as submitted in this application.

Application 6. Manhattan High School- variance to ARM 10.55.601(3). The superintendent recommends approval of the request for the variance as submitted in this application.

Application 7. Helena elementary schools: Broadwater Elementary School, Bryant Elementary School, Central Elementary School, Four Georgians Elementary School, Hawthorne Elementary school, Jefferson Elementary School, Jim Darcy Elementary School, Kessler Elementary School, Rossiter Elementary School, Smith Elementary School and Warren Elementary School- variance to ARM 10.55.710. The superintendent recommends approval of the request for the variance with the following stipulation:

There must be a school counselor assigned to each elementary school. Every school does not need to be a blended model school. Those schools that are not blended model schools must meet the staffing requirement ratio of 1 counselor for every 400 students as stated in 10.55.710. Those schools that are blended model schools, the district can determine the staffing level of school counselors.
ITEM 15

ACTION ON THE STATE SUPERINTENDENT’S REPORT ON THE 2012-13 ACCREDITATION CORRECTIVE ACTION PLANS

Teri Wing
EXECUTIVE SUMMARY
DATE: SEPTEMBER 2013

PRESENTATION: Recommendations Relating to Accreditation Corrective Plans Not Approved at the July 2013 Board of Public Education Meeting

PRESENTER: Teri Wing
Accreditation Compliance Specialist
Office of Public Instruction

OVERVIEW: This presentation provides to the Board of Public Education (BPE) the report on the Corrective Plans for accreditation deviations during the 2012-13 school year that were not approved at the July 2013 BPE meeting. State Superintendent Denise Juneau recommends approval of the report as presented. The report is attached.

REQUESTED DECISION(S): Action

OUTLYING ISSUE(S):

RECOMMENDATION(S):
<table>
<thead>
<tr>
<th>District</th>
<th>School</th>
<th>Status</th>
<th>ARM</th>
<th>Standard</th>
<th>Occ.</th>
<th>Corrective Plan</th>
<th>Recommend</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lincoln K-12 Schools</td>
<td>Lincoln Elementary School</td>
<td>REGULAR WITH MINOR DEVIATION</td>
<td>10.55.708</td>
<td>Teaching Assignments</td>
<td>1</td>
<td>New K-8 teacher has been hired. This teacher will no longer be misassigned.</td>
<td>Approve</td>
</tr>
<tr>
<td>Lincoln K-12 Schools</td>
<td>Lincoln Elementary School</td>
<td>REGULAR WITH MINOR DEVIATION</td>
<td>10.55.708</td>
<td>Teaching Assignments</td>
<td>1</td>
<td>New K-8 teacher has been hired. This teacher will no longer be misassigned.</td>
<td>Approve</td>
</tr>
<tr>
<td>Glendive Public Schools</td>
<td>Jefferson School</td>
<td>ADVICE</td>
<td>10.55.709</td>
<td>Library Media Services, K-12 - FTE</td>
<td>2</td>
<td>New librarian has been hired. Both schools will now have 1.0 FTE library media specialist.</td>
<td>Approve</td>
</tr>
<tr>
<td>Glendive Public Schools</td>
<td>Lincoln School</td>
<td>ADVICE</td>
<td>10.55.709</td>
<td>Library Media Services, K-12 - FTE</td>
<td>2</td>
<td>New librarian has been hired. Both schools will now have 1.0 FTE library media specialist.</td>
<td>Approve</td>
</tr>
<tr>
<td>Denton Public Schools</td>
<td>Denton High School</td>
<td>REGULAR WITH MINOR DEVIATION</td>
<td>10.55.708</td>
<td>Teaching Assignments</td>
<td>1</td>
<td>Denton High School will use the MTDA for Art in 2013-14.</td>
<td>Approve</td>
</tr>
<tr>
<td>Helena Public Schools</td>
<td>Nine Elementary Schools</td>
<td>ADVICE AND DEFICIENCY</td>
<td>10.55.712</td>
<td>Class Size</td>
<td></td>
<td>See attached plan.</td>
<td>Approve</td>
</tr>
</tbody>
</table>
# Helena Public Schools

## Accreditation Corrective Plans for 2013-2014

**June 7, 2013**

### Anticipated 2013-2014 Class Size

<table>
<thead>
<tr>
<th>School</th>
<th>Grade Level</th>
<th>Students</th>
<th>Hours Needed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Broadwater</td>
<td>Kindergarten</td>
<td>46</td>
<td>Two Classes - 23 each - 4.5 Instructional para hours each</td>
</tr>
<tr>
<td>Central</td>
<td>Kindergarten</td>
<td>43</td>
<td>Two Classes - 22, 21 - 1.5 Instructional para hours for each child over 20 - Total 4.5 Instructional para hours</td>
</tr>
<tr>
<td>Four Georgians</td>
<td>Kindergarten</td>
<td>87</td>
<td>Four Classes - 22, 22, 21 - 1.5 Instructional para hours for each child over 20 - Total 10.5 Instructional para hours</td>
</tr>
<tr>
<td>Hawthorne</td>
<td>Kindergarten</td>
<td>42</td>
<td>Two Classes - 21 each - 1.5 Instructional para hours each</td>
</tr>
<tr>
<td>Jefferson</td>
<td>Kindergarten</td>
<td>44</td>
<td>Two Classes - 22 each - 3 Instructional para hours each</td>
</tr>
<tr>
<td>Jim Darcy</td>
<td>Kindergarten</td>
<td>66</td>
<td>Three Classes - 22 each - 3 Instructional para hours each</td>
</tr>
<tr>
<td>Kessler</td>
<td>Kindergarten</td>
<td>43</td>
<td>Two Classes - 22, 21 - 1.5 Instructional para hours for each child over 20 - Total 4.5 Instructional para hours</td>
</tr>
<tr>
<td>Smith</td>
<td>Kindergarten</td>
<td>44</td>
<td>Two Classes - 22 each - 3 Instructional para hours each</td>
</tr>
<tr>
<td>Warrren</td>
<td>Kindergarten</td>
<td>65</td>
<td>Three Classes - 22, 22, 21 - 1.5 Instructional para hours for each child over 20 - Total 7.5 Instructional para hours</td>
</tr>
</tbody>
</table>

The above schools are the ones that have pre-enrollment figures over the state accreditation limits.

This year, 2013-2014 all anticipated enrollments that exceed state accreditation levels already have the appropriate Instructional para hours assigned. Additionally more Instructional para FTE is in the general fund budget in case of increased enrollment.

During this past year, 2012-2013, the class size deviation was addressed immediately once the enrollment figures were known. Instructional Paras were hired in all schools with classes over the accreditation level.
MSDB LIAISON
(Item 16)
Lila Taylor

ITEM 16

MSDB REPORT

Lila Taylor
The meeting was called to order by Chairperson Myers at 4:50 PM with board members Taylor, Carroll, and Olson present. Also present were Pete Donovan, Kim Schawbe, Donna Sorenson, Donna Schmidt and Steve Gettel.

1. Student Enrollment/Evaluations
Steve Gettel reported on anticipated numbers of on-campus students for the start of the 2013-14 school year. Enrollment will be down significantly from the average of 50 students last school year. Preschool enrollment will be down by 6 and transition enrollment will be down by 4 post high school students. The bulk of the enrollment is in the elementary grades. Last school year there were only 6 evaluations on campus resulting in 5 placements. The number of evaluations varies from year to year but this is the lowest number since 2001.

2. Human Resources
Steve Gettel reported that all positions have been filled. One outreach position will continue to be filled by a substitute, Michelle Knecht, because she has not completed her degree in education but does have the right experience and skill set for the job and is doing well. The on-campus TVI position was filled by an experience teacher, Michelle Jarvey, with a special education endorsement. With Tiffany Harding resigning the coordinating interpreter position was filled by a transfer with Sheryl Lute offered and accepting the position effective July 30th. Kim Schwabe has decided to leave her staff interpreter position vacant until the need to fill it is determined by scheduling of students in main stream programs. Nancy Getten, part-time VI outreach consultant retired on June 7th, for the second time and her position has been offered full-time to Amy Wicks who previously worked in the blind school for 6 years. Amy doesn’t have a special education endorsement but accreditation doesn’t require licensure or endorsement of consultants. To address the need for additional maintenance staff several partial FTE from the education and student services programs were combined to create a ½ time position which was filled by Linda Ranes on July 1st. Sue Schwartz retired as a CLA/kitchen worker after 40 years of service at MSDB. Fran Aguon, nightwatch CLA transferred into the CLA/kitchen staff position.

Steve Gettel reviewed Jim Kelly’s written report regarding staff shifts and the opening of an additional cottage wing to divide elementary D/HH girls from middle/high school girls. This will require filling 1 and 2/3 positions in the program that have previously remained vacant effective August 19th. With these changes Gettel reported the school will start the school year with 2 vacant positions. In previous years there were as many as 7 vacant positions. This is being done to address student needs and to continue staffing changes that apply more resources to the outreach program. However, it will result in little or no vacancy savings in personal services that can be applied to salary increases.

Update on collective bargaining with the UFCW and MEA-MFT.
Gettel reported that though he’d communicated with UFCW to initiate contract negotiations they have not responded with meeting dates. The administration and negotiator Ron Stormer have met with the MEA-MFT unit twice and will meet again on August 13th. New money includes a 3% increase in personal services for all programs with an additional $125K for licensed professional staff less employer paid benefits which averages 20%.

After considering that part of the 4% vacancy saving in the personal services budget ($227K) has typically been spent on existing services/not generated in the administration and general services programs (as much as $60k in previous years), after applying an average 32% in employer paid taxes and benefits ($72K), after filling 1.65 vacant FTE for the Student Services and General Services Programs ($45K), and after leaving about a 1% cushion for unanticipated expenses ($65K), there is nothing left (~$15K) to be applied for staff raises. Gettel stated this is disappointing for everyone and that the school really needed $500K in new dollars on top of the 3% increase to address the pay disparity.
3. Education Program
Kim Schwabe reported that work continues for the fall school improvement report. Staff orientation will focus on the Common Core and the Olweus school climate program. Kim reported on implementation of the remediation which will satisfy the deviations in the school’s accreditation report from last June.

Steve Gettel reported that the Annual Report, usually presented to the Board in July will be presented at the September meeting. He said he’s delegated more responsibility to the Director of Outreach and Principal for collecting and reporting data and the need an opportunity after school starts to complete the report.

Donna Sorensen reported that the Outreach staff was busy with

4. Student Services Program
Jim Kelly provided the following written report on cottage activities. The school year ended with each department having an “end of the year” dinner at a restaurant (each department picked someplace different). Staff was busy getting the cottages cleaned up in anticipation of the summer programs beginning the same the students were released for the summer. The last week of school is always difficult on the students and staff as they say their good-byes and wrap up another year.

Summer Programs have been going well. The 17th annual Deaf Family Learning Weekend (May 31-June 2) had more than 150 participants (including presenters and staff) and the 13th Annual Family Learning Weekend for the Blind (June 6-8) had more than 190 participants (including presenters and staff). The evaluations indicated the participants were most impressed with the programming and really enjoyed the personal experiences of many of the presenters and how it might relate to their sensory impaired son or daughter. We are most fortunate to be able to host events like these for our families.

The theme of Deaf Camp was “Survivor II”. This was based on the TV program and was more about the challenges (teamwork and communicating) and not voting someone off the island. The co-directors planned and organized all challenges. The teachers and kids were split into two teams (which later was mixed up to form two new teams so the kids were not with the same kids all week). This camp was a great time for the kids and staff. The students and staff did have an overnight stay at the “Why Lazy Tee” Ranch (southeast of GF). The kids and staff camped out and rode horses. For the closing (on Saturday morning) the students signed a song to their parents. A camp book was also produced for each of the participants to take home. These books are priceless and the students read them all year long (as has been reported by parents and public school teachers). This year there were twelve students involved in the camp.

The camp for the Blind and Visually Impaired was a huge success! Eight students attended this week long camp, with the focus being independent living skills. Students planned and prepared their meals, were exposed to various technologies that are available on our campus, used the GF Transit to travel to several destinations around town. Students also made bird houses using hand tools, camped out one night at the local KOA (this was a huge hit) and watch a movie at the movie theater. The students had a great week and all seemed to enjoy each other’s company and friendship.

5. Safety and Facilities
Donna Schmidt provided an update on the roof renovation for Bitterroot Hall and plans to add keyless entries to Glacier Hall and the dining room. This work will complete the card swipe system for the cottage complex.

6. Budget and Finance
Donna Schmidt provided an update on the end of the FY13 budget. Steve Gettel and Donna discussed the budget for FY14 noting that there is no significant fund to apply to salary increases from the statutory exemption of vacancy savings that was implemented in FY14.
7. MSDB Foundation
Steve Gettel
Steve Gettel noted progress on the capital campaign to fund improvements in the cottage complex.

8. Calendar of Events
Informational
August 1-3  Big Sky Interpreting Conference, Great Falls
August 19-23  Staff Orientation

9. Public Comment for Non Agenda Items
There was no public comment.

10. Action Items
The committee unanimously approved adoption of policies 3411 Youth Athlete Concussion Education and 8303 Video Surveillance.

Committee Meeting Dates for 2013
All meetings begin at 4:00 PM

August 28
September 25
October 30
November 20
## Student Enrollment/Evaluations

### On Campus Total – 50 (41)
- Residential – 18 (17)
- D/HH – 31 (24)
- VI – 19 (17)
- Transition Students – 6 (2)
- Preschool HI – 5 (1)
- Preschool VI – 4 (2)

### Off Campus Total – 565 (+49)
- D/HH – 265 (+32)
- VI – 300 (+17)

### Student Evaluations to date – 6
- D/HH Department – 1
- VI Department – 5
- Deaf/Blind – 0

### Evaluations resulting in placements to date – 4

## Human Resources

### Personnel actions

#### Education Program

#### Vacancies
- Outreach Consultant for the D/HH (currently filled with substitute Michelle Knecht)

#### Hires
- Miche Jarvey – Teacher of the Visually Impaired 8/19/13
- Kyle Pettis – Interpreter Tutor 5/6/13
- Amy Wicks – Outreach Consultant for the B-VI 8/12/13
- Linda Ranes – Maintenance Worker ½-time 7/1/13

#### Resignations/Retirements
- Nancy Getten – Part-time Outreach Consultant for the B/VI 6/7/13
- Tiffany Haring – Coordinating Interpreter 6/7/13
- Sue Schwartz – CLA/Kitchen Staff 7/26/13

#### Terminations/Nonrenewals
- Lauren Mange – Teacher Assistant B/VI 5/31/13

#### Transfers
- Sheryl Lute – Interpreter/Tutor to Coordinating Interpreter 7/30/13
- Fran Aguon – Nightwatch CLA to CLA/Kitchen Staff 8/19/13

### Planned Vacancies

#### Education Program
- ½ – Teacher (filled with part-time Maintenance Worker)
- 1 – Interpreter/Tutor

#### Student Services
- 1 – Supervising Counselor
- 1 – Lead Cottage Life Attendant (to be filled)
- 1 – Cottage Life Attendant (to be filled)
- ½ – Substitute Nightwatch LPN/RN (filled with part-time Maintenance Worker)
- ½ - Food prep/Kitchen Staff (filled with part-time Maintenance Worker)
ITEM 17

ELECTION OF BOARD OFFICERS

Pete Donovan
ITEM 18

COMMITTEE ASSIGNMENTS

Patty Myers
Board of Public Education
Committee Assignments
2012-2013

STANDING COMMITTEES

Executive Committee
Patty Myers, Chair
Sharon Carroll, Vice Chair
Peter Donovan

Accreditation Committee
Bernie Olson, Chair
Erin Williams, Member
Lila Taylor, Member
Patty Myers, Ex-Officio Member

Licensure Committee
Sharon Carroll, Chair
Lila Taylor, Member
Patty Myers, Ex-Officio Member

MSDB Committee
Patty Myers, Chair
Bernie Olson, Member
Sharon Carroll, Member
Lila Taylor, Member

Legislative Committee
Doug Cordier, Member
Lila Taylor, Member
John Edwards, Member
Charity Ratliff, Member
Patty Myers, Ex-Officio Member

Assessment Committee
Sharon Carroll, Chair
Patty Myers, Ex-Officio Member

Indian Education for All
Doug Cordier
Patty Myers, Ex-Officio Member

Distance Learning/Montana Digital Academy
Patty Myers, Chair

Education and Local Government
Interim K-12 Subcommittee
Patty Myers
Sharon Carroll
Peter Donovan

ADVISORY GROUP LIAISONS
Sharon Carroll, CSPAC
Doug Cordier, MACIE
Patty Myers, MSDB Foundation

12/06/2012
FUTURE AGENDA ITEMS
November 14-15th, 2013

MACIE Annual Report
Assessment Update
Federal Update
Alternative to Standards Requests
Accreditation Report
Annual Renewal Unit Providers List