

**Board of Public Education Meeting  
Conference Call  
406-444-4647  
1-833-505-4104  
Password: 5226866#**

**January 17, 2020**

***BOARD OF PUBLIC EDUCATION***

# AGENDA

**BOARD OF PUBLIC EDUCATION**  
**MEETING AGENDA**

Friday, January 17, 2020  
Conference Call Meeting  
Helena, MT  
Call Information: 406-444-4647  
1-833-505-4104  
Password: 5226866#

**Friday, January 17, 2020**  
**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. November 7, 2019 Meeting Minutes
- B. Financials

**ADOPT AGENDA**

**INFORMATION ITEMS**

❖ **REPORTS – Dr. Darlene Schottle (Items 1-6)**

- Item 1                   **CHAIRPERSON’S REPORT – 10 Minutes**  
Dr. Darlene Schottle
  - Exiting Board Member Recognition
- Item 2                   **EXECUTIVE DIRECTOR REPORT – 15 Minutes**  
Pete Donovan
- Item 3                   **STATE SUPERINTENDENT’S REPORT – 15 Minutes**  
State Superintendent Elsie Arntzen
- Item 4                   **COMMISSIONER OF HIGHER EDUCATION’S REPORT – 15 Minutes**  
Angela McLean
- Item 5                   **GOVERNOR’S OFFICE REPORT – 15 Minutes**  
McCall Flynn





## **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. November 7, 2019 Meeting Minutes**
- B. Financials**

# CONSENT AGENDA

## MINUTES

**BOARD OF PUBLIC EDUCATION**  
**MEETING MINUTES**

**Thursday November 7, 2019**  
**Montana State Capitol Building, Room 102**  
**Helena, MT**

**Thursday, November 7, 2019**  
**8:30AM**

**CALL TO ORDER**

Chair Schottle called the meeting to order at 8:32 AM. Ms. Stockton took roll call and Chair Schottle read the Statement of Public Participation and welcomed guests.

Board members present: Dr. Darlene Schottle, Chair; Ms. Tammy Lacey, Vice-chair; Ms. Madalyn Quinlan, Ms. Anne Keith; Mr. Scott Stearns; Ms. Mary Jo Bremner; Ms. Paris Becker, Student Representative. Ex-Officio members: Ms. Angela McLean, Commissioner Christians Office; Ms. McCall Flynn, Governor's Office; Superintendent Arntzen, OPI. Staff: Mr. Pete Donovan, Executive Director; Ms. Kris Stockton, Administrative Assistant. Guests: Ms. Jule Walker, OPI; Ms. Sharyl Allen, OPI; Ms. Susan Court; Representative Moffie Funk; Dr. Currie, Montana Digital Academy; Ms. Diane Burke, MQEC; Mr. Dennis Parman, MREA; Ms. Jennifer Smith, MACIE; Mr. Scott Furois, OPI; Mr. Ken Bailey, OPI; Dr. Ann Eubanks, MSU; Dr. Linda Vrooman Peterson, OPI; Mr. Rob Stutz, Agency Legal Services; Ms. Kris Thatcher, OPI; Ms. Julia Swingley, OPI.

**PUBLIC COMMENT**

No public comment.

**CONSENT AGENDA**

**Mr. Scott Stearns moved to approve the Consent Agenda as presented.**  
**Motion seconded by Ms. Madalyn Quinlan.**

***No discussion. Motion passed unanimously.***

**ADOPT AGENDA**

**Ms. Tammy Lacey moved to adopt the agenda as presented. Motion**  
**seconded by Ms. Mary Jo Bremner.**

***Ms. Lacey noted her appreciation of the estimated time frames for each***  
***item being listed on the agenda.***

***No further discussion. Motion passed unanimously.***

**INFORMATION ITEMS**

❖ **REPORTS – Dr. Darlene Schottle (Items 1-6)**

**Item 1**                      **CHAIRPERSON'S REPORT – 10 Minutes**  
**Dr. Darlene Schottle**

Dr. Schottle briefly discussed her recent attendance at the MCEL meeting in Billings.

- **Committee Assignments**

Chair Schottle noted no changes to the Committee Assignments will take place at this time. Since Board member Stearns will be going off the Board at the end of January, Committee assignments will take place once a new member is seated.

**Item 2 EXECUTIVE DIRECTOR REPORT – 15 Minutes**  
**Pete Donovan**

Mr. Donovan noted Chair Schottle's recent G.V. Erickson award and noted several of her accomplishments during her tenure as Superintendent of the Kalispell School District as well as her work on the Board of Public Education and with the School Administrators of Montana. Mr. Donovan also discussed the upcoming 25<sup>th</sup> Anniversary of the Class 7 Licenses and briefly explained how this license originated in 1995 and the work done to get the license in place. A recognition of the 25<sup>th</sup> Anniversary of the Class 7 license is scheduled to take place at the Joint meeting of the Board of Public Education and CSPAC in July 2020.

**Item 3 STATE SUPERINTENDENT'S REPORT – 15 Minutes**  
**State Superintendent Elsie Arntzen**

Chair Schottle thanked the Superintendent for the information she provides in the agenda packet. Superintendent Arntzen thanked the Board staff for their collaboration with the OPI in preparing the agenda. The Superintendent briefly discussed several items of interest including: Federal Grant monies, Assessment scores, Student Success work, new leadership in Student Support Services after the retirement of Mr. Podobnik and asked for any Board member questions. Chair Schottle noted the Striving Readers Grant and the possibility of an update on this grant to the Board at a future Board meeting. The Superintendent noted that March would be a good time for a report. Ms. Lacey inquired about the recent departure of Ms. Hedalen and the timeline for a replacement. The Superintendent noted that a search for her replacement is ongoing at this time.

Chair Schottle noted the arrival of Representative Moffie Funk and thanked her for her support.

**Item 4 COMMISSIONER OF HIGHER EDUCATION'S REPORT - 15 Minutes**  
**Angela McLean**

Ms. McLean announced the completion of the Recruitment and Retention Task Force noting the report is being completed and that a future agenda item of this report would be appropriate. Ms. McLean noted that there have been more completers from Educator Preparation Programs than open teaching positions, with the exception of Tech Ed, Consumer Science, Music. Department of Labor Data backup that Montana Educator Preparation Providers are graduating more than enough students to fill teaching jobs, but the task is to drive those new teachers to the rural areas of state that desperately need teachers. Ms. McLean discussed some of the programs and processes being worked on to meet that need, including a new 2 + 2 programs between Blackfeet College and Little Big Horn. Ms. McLean noted that November 8 is First Generation Day which helps support First Generation college students and includes a new student portal to help grow Montana resident student access to college. Ms. Quinlan asked how the 2+2 Program works. Chair Schottle noted that Board member Quinlan is the Board representative on the MUS 2-year Commission called for by the Legislature and asked Ms. Quinlan for a brief review of their recent meeting.

**Item 5 GOVERNOR'S OFFICE REPORT - 15 Minutes**  
**McCall Flynn**

Ms. Flynn discussed her recent attendance at a conference of Governor's Education Advisors and a panel on Workforce Development which took place at the conference. Ms. Flynn noted work done in Montana and work being done across the country related to Workforce Development. Ms. Flynn also discussed her attendance at a Social and Emotional Development/Learning Conference and work being done in that area. The Preschool Development Grant has been submitted as well as the renewal grant,

with the renewal grant focusing on developing partnerships in communities for more access to childcare in rural communities.

- **Board of Education Meeting Update**

Ms. Flynn discussed the upcoming Board of Education meeting which will be held at the end of the Board of Regents meeting on November 22 on the MSU Campus. Ms. Flynn reviewed the draft agenda for the meeting for members and noted that she would like a head count of who might be on the phone. The meeting will be approximately 90 minutes and the Governor will chair the meeting.

**Item 6** **STUDENT REPRESENTATIVE'S REPORT - 15 Minutes**  
**Paris Becker**

Ms. Becker noted her surprise at the reporting of the high number of Dual Enrollment classes noting that she is currently taking 2 classes and that it is very popular at Fairfield HS. Ms. Becker discussed the recent State Student Council meeting earlier in the week and the ongoing search for her replacement as the student representative to the Board and the large number of people interested in the position so far. Board members thanked Ms. Becker for her work, and Chair Schottle asked where she takes her Dual Enrollment classes. Ms. Becker noted she takes her classes online, but some students do travel to the Great Falls College Campus for their classes. Ms. McLean noted that the Dual Enrollment division at OCHE is now fully staffed and that if the Board would like a report on Dual Enrollment, she would be happy to help facilitate that.

❖ **MACIE LIAISON – Mary Jo Bremner (Item 7)**

**Item 7** **MACIE REPORT (INFORMATION ONLY) – 20 minutes**  
**Jennifer Smith**

Ms. Bremner noted the MACIE meeting which was held the previous day and thanked Superintendent Arntzen for her report at the meeting. Ms. Bremner turned the item over to Ms. Jennifer Smith, Chair of MACIE, who also thanked the Superintendent for her report, for Mr. Donovan for his attendance, and to Ms. Julie Murgel at OPI for her report on ESSA. Ms. Smith then reviewed some of the information shared and items presented at the MACIE meeting and upcoming work and events planned for 2020. Mr. Donovan noted that a 25<sup>th</sup> Anniversary Celebration will be planned for the July 2020 Joint meeting of the Board and CSPAC. Ms. Bremner also noted a request from a member of the public if Class 7 teachers could be hired so that Native Languages could also be offered in schools along with Foreign Languages. Ms. Quinlan asked how MACIE is working with the Content Standards updates in integrating Indian Education for All, and Ms. Smith explained how that work is being done with the Content Standards department at OPI.

❖ **EXECUTIVE COMMITTEE – Dr. Darlene Schottle (Items 8-12)**

**Item 8** **FEDERAL UPDATE & STUDENT ACHIEVEMENT REPORT (INFORMATION ONLY) - 15 Minutes**  
**Julie Murgel**

Ms. Julie Murgel, ESSA Director at OPI, presented the Federal Update and Student Achievement Report to the Board noting that the OPI is currently taking public comment on two revisions to the state ESSA Plan, 1) the assessment for English Language Learners and 2) Title IV part A as to how the state uses funds for this area and how the funds are allocated. The change is needed due to a revision to how the funds come to the state and the minimum amount of funding allowed. Ms. Murgel noted that the amendments are technical and are open for feedback until November 18, 2019. Ms. Murgel reviewed work being done to assist Targeted and Comprehensive Schools and pointed the Board members to the agenda packet for data on the Targeted and Comprehensive Schools. Ms. Murgel answered Board member questions. Chair Schottle thanked Ms. Murgel for the materials provided in the packet. Ms. McLean asked if the Targeted and Comprehensive Schools list has been compared to the list of schools on the Quality Educator Shortage List. Ms. Murgel noted that is something they have been looking at as

well as the ineffective teacher list to see if those teachers are serving in the shortage areas to see if there are areas that need to be addressed amongst those issues. Ms. Murgel also noted that Professional Development is also an area being looked at as to how the OPI can be supportive for these areas.

**Item 9 MONTANA DIGITAL ACADEMY REPORT (INFORMATION ONLY) – 20**

*Minutes*

**Bob Currie**

Dr. Currie presented the Montana Digital Academy Report to the Board noting that this is the 10<sup>th</sup> Anniversary of the Montana Digital Academy and briefly reviewed the implementation of the program and how it has grown over the past 10 years. Dr. Currie noted that over 10,000 credit recovery courses have been completed in those 10 years. Dr. Currie reviewed a new program within the Digital Academy of Individualized Pathway Courses and covered different scenarios of why students would need to use the Digital Academy and this new program, what the course structure is, costs, curriculum, how teachers are hired, and how teachers work with the students. Dr. Currie answered Board member questions.

**Item 10 REQUEST APPROVAL OF QUALITY EDUCATOR SHORTAGE AREA REPORT (ACTION) – 15 Minutes**

**Scott Furois, Ken Bailey**

Mr. Ken Bailey, Mr. Scott Furois, and Ms. Danielle Murphy presented the Quality Educator Shortage Area Report. Mr. Bailey noted the statute required for the Board to approve and adopt this report annually. Once the report is approved OPI publishes the report on its GEMS website. Additionally, this year the OPI is asking for approval to revise the report, due to the new Quality Educator Loan Repayment Program approved by the 2019 Legislature. Mr. Bailey explained how the data is gathered and used to compile the report and briefly reviewed the report. Mr. Bailey answered Board member questions. Mr. Bailey noted that at the September meeting he presented the new Emergency Designation of Critical Quality Educator Shortage Area and that he has received 5 applications, 1 of which was approved after this report went to print.

**Ms. Tammy Lacey move to approve the Critical Quality Educator Shortage Area Report and publish on the GEMS Website and for the revisions to the report by February 1, 2020. Motion seconded by Ms. Anne Keith.**

***Public comment from Mr. Dennis Parman who thanked the OPI staff for assembling the report and noted that the change in legislation allows school districts to assist educators in student loan repayment and also allows school districts to add up to \$5,000 for the teacher as well.***

***No further discussion. Motion passed unanimously.***

**Item 11 TRANSFORMATIONAL LEARNING/ADVANCED OPPORTUNITY ACT ITEMS:**

- 1) REQUEST APPROVAL OF THE NOTICE OF ADOPTION FOR REVISIONS TO ARM TITLE 10, CHAPTER 54, DEADLINES FOR APPLICATIONS (ACTION) – 10 Minutes**

**Sharyl Allen**

Ms. Allen reviewed the request briefly for the Board.

**Ms. Tammy Lacey moved to approve the Notice of Adoption for the Revisions to ARM Title 10, Chapter 54, Deadlines for Applications. Motion seconded by Ms. Mary Jo Bremner.**

***Public Comment from Mr. Parman thanking the Board and the OPI for their work on implementing this per new legislation.***

***No further discussion. Motion passed unanimously.***

2) **REQUEST APPROVAL OF THE NOTICE OF PROPOSED AMENDMENT FOR REVISIONS TO ARM TITLE 10, CHAPTER 54, DEADLINES FOR APPLICATIONS AND ANNUAL REPORTS (ACTION) – 10 Minutes**  
**Sharyl Allen**

Ms. Allen reviewed the proposal for the Board and answered Board member questions.

**Ms. Tammy Lacey moved to approve the Notice of Proposed Amendment for Revisions to ARM Title 10, Chapter 54, Deadlines for application with amendments to include the codified statutes in the proposal. Motion seconded by Ms. Madalyn Quinlan.**

**No discussion. Motion passed unanimously.**

3) **QUALIFICATION OF APPLICATIONS RECEIVED FOR TRANSFORMATIONAL LEARNING GRANT (ACTION) -15 Minutes**  
**Sharyl Allen**

Ms. Allen distributed the list of applicants that need to be qualified, explained the application process, and answered Board member questions before requesting the Board qualify the list of applications presented.

**Ms. Tammy Lacey moved to approve the qualification of applications received for Transformational Learning Grant aid. Seconded by Ms. Mary Jo Bremner.**

**No discussion. Motion passed unanimously.**

Ms. Allen thanked the Board for their assistance in working through uncharted waters.

**Item 12**                    **YOUTH RISK BEHAVIOR SURVEY REPORT (INFORMATION ONLY) – 15 Minutes**  
**Susan Court**

Ms. Court presented the Youth Risk Behavior Survey Report (YRBS) completed in February 2019 to the Board reviewing the report for the Board including trend lines displaying an increase or decrease in a certain behavior. Ms. Court reviewed how the report is laid out and answered Board member questions.

\*\*\*\*\***TIME CERTAIN AT 1:00 pm**\*\*\*\*\*

❖ **LICENSURE COMMITTEE – Tammy Lacey (Items 13-19)**

**Item 13**                    **HEARING OF BPE CASE #2019-10, BLOCK (ACTION) - 20 Minutes**  
**Rob Stutz**

Ms. Lacey opened the hearing and turned the item over to Mr. Stutz, Agency Legal Services, and turned the hearing to Ms. Julia Swingley, Chief Legal Counsel for OPI. Ms. Swingley noted she does not have any witnesses, only 1 exhibit of a Judgement and Sentencing Order for Ms. Block. Ms. Swingley reviewed the document, and reviewed the educator's employment and licensure history, and the reasons for the Superintendent's recommendation for revocation. Mr. Stutz noted that Ms. Block's license expired on June 30, 2019 and asked for the position of the OPI in requesting a revocation of a license that has expired. Ms. Swingley noted that without the revocation, nothing is reported nationally, and the educator could obtain licensure in another state. Board members asked questions of Ms. Swingley.

**Ms. Tammy Lacey moved to revoke the Class 2 Standard Teaching License of Nora Block. Seconded by Ms. Madalyn Quinlan.**

**No discussion. Motion passed unanimously.**

**Item 14 HEARING OF BPE CASE #2019-12, KANVICK (ACTION) – 20 Minutes**  
**Rob Stutz**

Mr. Stutz swore in the witness for OPI, Michelle Smith, and turned the item over to Ms. Swingley, Chief Legal Counsel for OPI. Ms. Swingley reviewed the educators license credentials and employment history. Ms. Swingley introduced Ms. Smith who reviewed her background. Ms. Smith investigated the allegations against Mr. Kanvick on behalf of the school district. Ms. Smith reviewed the process she followed in the investigation once she was brought on board the case beginning with interviewing witnesses and determining a final conclusion.

**Ms. Tammy Lacey moved to revoke the Class 4 teaching license of Mr. Glen Kanvick. Motion seconded by Ms. Anne Keith.**

**Questions from Ms. Bremner.**

**No further questions. Motion passed unanimously.**

**Item 15 NOTICE OF SURRENDER OF BPE CASE #2019-01 (INFORMATION ONLY) –**  
**10 Minutes**  
**Julia Swingley**

Ms. Swingley notified the Board of the surrender.

**Item 16 NOTICE OF SURRENDER OF BPE CASE #2019-13 (INFORMATION ONLY) –**  
**10 Minutes**  
**Julia Swingley**

Ms. Swingley notified the Board of the surrender.

**Item 17 NOTICE OF SURRENDER OF BPE CASE #2019-15 (INFORMATION ONLY) –**  
**10 Minutes**  
**Julia Swingley**

Ms. Swingley notified the Board of the surrender.

**Item 18 NOTICE OF SURRENDER OF BPE CASE #2019-16 (INFORMATION ONLY) –**  
**10 Minutes**  
**Julia Swingley**

Ms. Swingley notified the Board of the surrender.

**Item 19 LEGAL UPDATE (INFORMATION ONLY) – 15 minutes**  
**Rob Stutz**

Mr. Stutz updated the Board on the Oelkers Case and the latest court proceedings. The Board will not be filing an amicus brief. Due to the thoroughness of the briefs filed by the parties, it is not necessary to file the amicus brief.

**❖ ASSESSMENT COMMITTEE – Anne Keith (Item 20)**

**Item 20 ASSESSMENT REPORT (INFORMATION ONLY) – 15 minutes**  
**Ashley McGrath**

Ms. McGrath reviewed the Assessment Report for the Board discussing the Peer Review Plan, updates to MontCAS, Smarter Balanced, MSAA, WIDA, Science Assessment, and alternate science. Ms. McGrath reviewed the January 2020 Assessment Conference, and then reviewed the NAEP Assessments.



**Ms. Mary Jo Bremner moved to approve the hiring of Amanda Travis, Cottage Life Attendant. Seconded by Ms. Anne Keith.**

**No discussion. Motion passed unanimously.**

## **PUBLIC COMMENT**

Ms. Diane Burke, Executive Director, Montana Quality Education Coalition, spoke in support of the pilot program discussed by Dr. Bob Currie of the Montana Digital Academy in the morning session of the meeting. Ms. Burke encourages the program and that it continues.

Closed session at 3:34 PM

\*\*\*\*\*EXECUTIVE SESSION – CLOSED\*\*\*\*\*

### **Item 24 MSDB SUPERINTENDENT ANNUAL EVALUATION**

**Dr. Darlene Schottle**

\*\*\*\*\*EXECUTIVE SESSION – OPEN\*\*\*\*\*

Open session at 4:30 PM

**Mr. Scott Stearns moved to adjourn. Motion seconded by Ms. Tammy Lacey.**

**No discussion. Motion passed unanimously.**

Meeting adjourned at 4:30 PM.

## **FUTURE AGENDA ITEMS January 19, 2020 – Conference Call Meeting**

Exiting Board Member – Last Meeting and Recognition

MSDB Superintendent Contract Extension

Transportation Report

MACIE Update

Assessment Update

Federal Update

Accreditation Report

Teacher Licensure Report

## **ADJOURN**

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*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 but time limits on public comment may be set at the Chair's discretion.*

*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](mailto:kmstockton@mt.gov) or phone at 444-0302.*

# CONSENT AGENDA

## FINANCIALS

# 51010 Board of Public Education ORG Budget Summary by OBPP Prog, Fund, Subclass

Data Selected for Month/FY: 01 (Jul)/2020 through 07 (Jan)/2020

This report compares ORG Budgets (ORG\_BD) to Actuals expended amounts

Business Unit	(All)
Program Year	(All)
FY_BudPer	(All)
Month	(All)
Source of Auth	(All)
Fund Type	(All)
Account	(All)
Acct Lvl 2	(All)
Account Type	E
Project	(All)
Ledger	(All)

[Return to Menu](#)

OBPP Program	Fund	Subclass	Org	Acct Lvl 1	ORG Budget	Actuals Amt	A Accrual Amt	ORG Bud Balance
<b>01 K-12 EDUCATION</b>					<b>365,449.00</b>	<b>157,413.76</b>	<b>0.00</b>	<b>208,035.24</b>
		(blank)			365,449.00	157,413.76	0.00	208,035.24
		<b>235F9 FY2019 CARRYFORWARD</b>			<b>7,576.00</b>	<b>7,576.00</b>	<b>0.00</b>	<b>0.00</b>
			<b>1 BOARD OF PUBLIC EDUCATION</b>		<b>7,576.00</b>	<b>7,576.00</b>	<b>0.00</b>	<b>0.00</b>
				62000 Operating Expenses	7,576.00	7,576.00	0.00	0.00
			<b>ALL All Organization Rollup</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
				(blank)	0.00	0.00	0.00	0.00
		<b>235H1 ADMINISTRATION</b>			<b>330,477.00</b>	<b>144,028.69</b>	<b>0.00</b>	<b>186,448.31</b>
			<b>1 BOARD OF PUBLIC EDUCATION</b>		<b>146,581.00</b>	<b>126,198.84</b>	<b>0.00</b>	<b>20,382.16</b>
				61000 Personal Services	130,463.00	111,261.04	0.00	19,201.96
				62000 Operating Expenses	16,118.00	14,937.80	0.00	1,180.20
			<b>30 Advisory Council Program 01</b>		<b>122,858.00</b>	<b>5,116.83</b>	<b>0.00</b>	<b>117,741.17</b>
				61000 Personal Services	122,858.00	5,116.83	0.00	117,741.17
			<b>50 Research Program 01</b>		<b>61,038.00</b>	<b>12,713.02</b>	<b>0.00</b>	<b>48,324.98</b>
				61000 Personal Services	988.00	0.00	0.00	988.00
				62000 Operating Expenses	60,050.00	12,713.02	0.00	47,336.98
			<b>ALL All Organization Rollup</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
				(blank)	0.00	0.00	0.00	0.00
		<b>235H2 AUDIT (RST/BIEN)</b>			<b>15,892.00</b>	<b>583.28</b>	<b>0.00</b>	<b>15,308.72</b>
			<b>1 BOARD OF PUBLIC EDUCATION</b>		<b>15,892.00</b>	<b>583.28</b>	<b>0.00</b>	<b>15,308.72</b>
				62000 Operating Expenses	15,892.00	583.28	0.00	15,308.72
			<b>ALL All Organization Rollup</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
				(blank)	0.00	0.00	0.00	0.00

OBPP Program	Fund	Subclass	Org	Acct Lvl 1	ORG Budget	Actuals Amt	A Accrual Amt	ORG Bud Balance
01 K-12 EDUCATIO	(blank)	235H2 AUDIT (RST/BIEN)						
		235H3 LEGAL EXPENSES (RST/OTO)			0.00	0.00	0.00	0.00
		30 Advisory Council Program 01			0.00	0.00	0.00	0.00
				62000 Operating Expenses	0.00	0.00	0.00	0.00
		50 Research Program 01			0.00	0.00	0.00	0.00
				62000 Operating Expenses	0.00	0.00	0.00	0.00
		ALL All Organization Rollup			0.00	0.00	0.00	0.00
				(blank)	0.00	0.00	0.00	0.00
		235H4 STATE ITSD/RST			11,428.00	5,225.79	0.00	6,202.21
		1 BOARD OF PUBLIC EDUCATION			11,428.00	5,225.79	0.00	6,202.21
				62000 Operating Expenses	11,428.00	5,225.79	0.00	6,202.21
		ALL All Organization Rollup			0.00	0.00	0.00	0.00
				(blank)	0.00	0.00	0.00	0.00
		235Z1 WORKERS COMP. REDUCTION			76.00	0.00	0.00	76.00
		1 BOARD OF PUBLIC EDUCATION			27.00	0.00	0.00	27.00
				61000 Personal Services	27.00	0.00	0.00	27.00
		30 Advisory Council Program 01			49.00	0.00	0.00	49.00
				61000 Personal Services	49.00	0.00	0.00	49.00
		ALL All Organization Rollup			0.00	0.00	0.00	0.00
				(blank)	0.00	0.00	0.00	0.00
<b>Grand Total</b>					<b>365,449.00</b>	<b>157,413.76</b>	<b>0.00</b>	<b>208,035.24</b>

# CALENDARS

# November 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Notes:					1	2
3	4	5	6 MACIE Meeting - Pete, Mary Jo	7 BPE Meeting - Helena	8	9
10	11  <b>Veterans Day</b>	12	13 Board of Education Prep Call - Pete	14	15	16
17	18 Montana Digital Academy Governing Board - Pete	19 Education Advocate's Meeting - Pete  Check in w/McCall Flynn - Pete	20 Computer Science Workgroup Call - Pete	21	22 Board of Regents Meeting & Board of Education Meeting	23
24	25	26	27	28 	29	30

# December 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Social Studies Negotiated Rulemaking Committee - Pete	3 CTE Negotiated Rulemaking Committee Meeting - Pete	4	5 Tech/Library Media/Computer Science Negotiated Rulemaking Meeting - Pete	6 Conference Call w/Patty Muir, Linda Peterson - Pete	7
8	9	10 Transformational Learning Meeting - Pete	12	12	13	14
15	16	17 Education Advocate's Meeting - Pete Check in w/McCall Flynn - Pete	18	19 MSDB Committee Meeting Call - Pete, Mary Jo, Darlene	20 Computer Science Workgroup Meeting - Pete	21
22	23	24	25 Christmas Day 	26	27	28

# January 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Notes:			1 	2	3	4
5	6	7	8	9 Call w/OPI to Review Agenda - Pete, Kris	10 Library/Technology Negotiated Rulemaking Committee - Pete	11
12	13 Legislative Week	14	15	16	17 BPE Conference Call Meeting	18
19	20 	21	22	23	24	25
26	27	28	29	30	31	

## **INFORMATION**

### **❖ REPORTS – Dr. Darlene Schottle (Items 1-6)**

#### **ITEM 1**

#### **CHAIRPERSON'S REPORT**

- **Exiting Board Member Recognition**

**Dr. Darlene Schottle**

**INFORMATION**

**ITEM 2**

**EXECUTIVE DIRECTOR REPORT**

**Peter Donovan**

*Meetings Attended by Peter Donovan*

*11/07/2019 – 01/17/2020*

**November**

1. Board of Public Education Meeting 11/07/2019
2. Board of Education Prep Call 11/13/2019
3. Montana Digital Academy Governing Board Call 11/18/2019
4. Education Advocate's Meeting 11/19/2019
5. Check in with McCall Flynn 11/19/2019
6. Montana Computer Science Workgroup Call 11/20/2019
7. Board of Regents Meeting/Board of Education Meeting 11/22/2019

**December**

8. Social Studies Negotiated Rulemaking Meeting 12/02/2019
9. CTE Negotiated Rulemaking Meeting 12/03/2019
10. MSDB Call 12/04/2019
11. Tech/Library Media/Computer Science Negotiated Rulemaking 12/05/2019
12. Call with Linda Peterson/Patty Muir 12/06/2019
13. Transformational Learning Meeting 12/10/2019
14. Education Advocate's Meeting 12/17/2019
15. Check in with McCall Flynn 12/17/2019
16. MSDB Committee Meeting Call 12/19/2019
17. Computer Science Workgroup Meeting Call 12/20/2019

## January

- |     |  |               |
|-----|--|---------------|
| 18. | BPE Agenda Review with OPI                         | 01/09/2019    |
| 19. | Library/Technology Negotiated Rulemaking Committee | 01/10/2019    |
| 20. | Legislative Week                                   | 01/13-17/2019 |
| 21. | Montana Computer Science Workgroup Call            | 01/15/2019    |
| 22. | Board of Public Education Meeting                  | 01/17/2019    |



## Education Interim Committee

### 66th Montana Legislature

#### SENATE MEMBERS

EDIE MCCLAFFERTY--Vice Chair  
CARLIE BOLAND  
DAN SALOMON  
RUSSEL TEMPEL

#### HOUSE MEMBERS

FRED ANDERSON--Chair  
MOFFIE FUNK  
BRUCE GRUBBS  
CONNIE KEOGH  
SUE VINTON  
TOM WOODS

#### COMMITTEE STAFF

PAD MCCRACKEN, Research Analyst  
LAURA SANKEY KEIP, Staff Attorney  
BRI NORDHAGEN, Secretary

### DRAFT AGENDA Education Interim Committee January 16, 2020 Room 152, Montana State Capitol

Note: Agenda times are approximate. Some agenda items may require more or less time than indicated.

*NCSL "No Time to Lose: How to Build a World-Class Education System State by State" presentation on Tuesday January 14 in Room 317 from 10:15 to 11:15 a.m. as part of Legislative Week programming, January 14-15.*

*Optional site visits on Wednesday, January 15, from 1:30 to 5:00 PM, to Bryant Elementary School, Helena College, and the East Helena High School that is under construction. These visits are limited to committee members and confirmed guests -- space is limited. Guests must be confirmed by Friday, January 10. If you wish to participate in these visits, please contact Pad McCracken (406-444-3595 or padmccracken@mt.gov).*

#### Thursday, January 16

- 8:00            **Call to order, roll call** - Chairman Anderson
- 8:05            **Administrative Rule Review** - Laura Sankey Keip
- 8:10            **EDIC reports overview and timeline** - Laura Sankey Keip
- 8:20            **Agency monitoring - Montana State Library**
- State Librarian updates - Jennie Stapp, State Librarian
  - Public Comment
  - Committee questions and discussion
- 8:50            **Montana Digital Academy (MTDA) update** - Bob Currie, MTDA Director
- 9:20            **Agency monitoring - Office of Public Instruction**
- Superintendent's updates
  - HB 351 and HB 387 implementation - Sharyl Allen, OPI
  - School climate - TBD, OPI
  - Public Comment
  - Committee questions and discussion
- 10:20          **Break**

- 10:30      **Agency monitoring - Board of Regents/OCHE**
- Commissioner's updates
  - EDIC statute input
  - Overview of MUS Enterprise Information System
  - Public Comment
  - Committee questions and discussion
- 11:30      **Music Education Student panel**
- Christina Dahl, MSU Bozeman
  - Chauncey Allison, Flathead Valley Community College
  - Lauren Vandette, MSU Bozeman
  - Rory Anderson, University of Montana
  - Public Comment
  - Committee questions and discussion
- Noon      **Lunch**
- 1:00      **Recruitment and Retention updates and panel discussion**
- Educator mobility and shortages study - TBD
  - Rural R&R Task Force - TBD
  - RISE4MT- Kirk Miller, SAM; and Marco Ferro, MFPE
  - NBCT stipends (SB 115; 2017) - Ken Bailey, OPI; and Marco Ferro, MFPE
  - Quality Educator Loan Assistance Program (revised HB 211, 2019) - Ken Bailey, OPI
  - Public Comment
  - Committee questions and discussion
- 2:15      **Break**
- 2:30      **Pre-kindergarten Work Session and Stakeholder Input** - If the committee determines to work on a legislative proposal to provide state-funded, voluntary pre-kindergarten to 4-year-olds, what should the committee consider in crafting that proposal?
- Agency, stakeholder, provider, and public comment
  - Committee questions and discussion
- 4:00      **Public Comment\*** on any other topic within the committee's jurisdiction
- 4:15      **Wrap up - update work plan - adjourn**

\*Public comment provided in person to the committee is a public record that is videotaped, archived, and available on the Internet. Public comment submitted in writing at a committee meeting is a public record that will be posted to the legislative Web site as part of the minutes log for the committee meeting.

\*The Montana Legislative Services Division will make reasonable accommodations for persons with disabilities who wish to participate in this public meeting. For questions about accessibility or to request accommodations, please contact Lenore Adams at 406-444-4456 or [leadams@mt.gov](mailto:leadams@mt.gov) as soon as possible before the meeting date.

**INFORMATION**

**ITEM 3**

**STATE SUPERINTENDENT'S REPORT**

**Superintendent of Public Instruction  
Elsie Arntzen**

# Montana Board of Public Education Executive Summary

**Date:** January 2, 2020

<b>Presentation</b>	Superintendent's Update
<b>Presenter</b>	Elsie Arntzen
<b>Position Title</b>	State Superintendent of Public Instruction
<b>Overview</b>	<ul style="list-style-type: none"><li>• New Education Grant</li><li>• 2018-2019 Graduation, Completion, and Drop Out Rates</li><li>• Federal Education Funding</li><li>• New DPHHS Rules</li><li>• Legislative Week</li></ul>
<b>Requested Decision(s)</b>	None
<b>Related Issue(s)</b>	None
<b>Recommendation(s)</b>	None





January 2, 2020

### New Education Grant

- MSU and OPI received a [\\$2.3 million, 5-year grant](#) from the U.S. Department of Education to help fill rural counseling positions in Montana.

### 2018-2019 Graduation, Completion, and Drop Out Rates

- Data will be available on January 8<sup>th</sup>.

### Federal Education Funding

- On December 19<sup>th</sup>, President Trump signed a federal funding bill to fund the federal government through September 30, 2020. Below are the education allocations. NOTE- most education programs are forward funded.

#### The Labor-HHS-Education bill provides a total of \$72.8 billion for the U.S. Department of Education, a \$1.3 billion increase over FY2019 funding:

- \$16.31 billion for Title I (increase of \$450 million over 2019)
- \$12.76 billion for IDEA Part B grants to states (\$400 million increase)
- \$2.13 billion for Title II (\$76 million increase)
- \$1.21 billion for Title IV-A (\$40 million increase)
- \$1.25 billion for 21<sup>st</sup> Century Community Learning Centers (\$28 million increase)
- \$1.28 billion for Career and Technical Education (\$20 million increase)
- \$787 million for Title III, English Language Acquisition (\$50 million increase)
- \$33 million for Statewide Longitudinal Data Systems (\$700,000 increase)
- State assessment grants are level-funded at \$378 million.
- The Impact Aid program also saw a \$40 million increase to \$1.49 billion.

#### Outside of ED funding, this spending deal also includes:

- Increases in the HHS budget of \$550 million each for Head Start (\$10.6 billion total) and the Child Care and Development Block Grant (\$5.8 billion)
- \$7.6 billion for the 2020 Census
- Increased funding for rural broadband access

### DPHHS Rules

- DPHHS provided updates of their proposed rule changes regarding school health and safety to the Interim Education Committee and the OPI on December 13<sup>th</sup>. The rules will be filed with the Secretary of State on January 7<sup>th</sup>, barring any legislative action. Due to feedback from schools and education partners, DPHHS made changes to their proposed rules to extend the implementation timelines, remove punitive measures, and reduce administrative and fiscal burdens. The OPI and education partners met with DPHHS and DEQ on [December 17<sup>th</sup>](#) to discuss implementation of the rules. DPHHS intends to make a good faith effort to work with OPI and schools to implement the rules, including partnering with DEQ to provide funding and technical resources. DPHHS and OPI will be sending more detailed information next month to schools and welcome any feedback on how to best assist schools in implementing them

### Legislative Week

- The Legislature sponsored a Legislative Week January 13<sup>th</sup> and 14<sup>th</sup> where all legislators were invited to Helena. The purpose was to bring legislators together to provide opportunities to receive some additional training and share information. It was held in conjunction with the study on Senate Bill No. 310 that is looking into annual sessions. You can find more information [HERE](#). The OPI had our Health & Safety, Assessment, and CTE divisions at the capitol to discuss school safety, mental health, suicide prevention, statewide testing, and career readiness with legislators.

**INFORMATION**

**ITEM 4**

**COMMISSIONER OF HIGHER EDUCATION**  
**REPORT**

**Angela McLean**

**INFORMATION**

**ITEM 5**

**GOVERNOR'S OFFICE REPORT**

**McCall Flynn**

**INFORMATION**

**ITEM 6**

**STUDENT REPRESENTATIVE'S REPORT**

**Paris Becker**

## ACTION

### ❖ MACIE LIAISON – (Item 7)

Mary Jo Bremner

### MACIE REPORT

- Request Approval of Rodney Bird to  
MACIE

Jennifer Smith

# Montana Board of Public Education Executive Summary

**Date:** January 2, 2020

<b>Presentation</b>	MACIE
<b>Presenter</b>	Zack Hawkins and Jenifer Smith
<b>Position Title</b>	Indian Education and MACIE Chair
<b>Overview</b>	Review the 7 Essentials and MACIE Update
<b>Requested Decision(s)</b>	None
<b>Related Issue(s)</b>	None
<b>Recommendation(s)</b>	None



Montana  
**Office of Public Instruction**  
Denise Juneau, State Superintendent

[opi.mt.gov](http://opi.mt.gov)



# OPI Indian Ed. For All (IEFA) Framework

- ▶ Designed to help school administrators and instructional staff understand and implement IEFA in a practical way
- ▶ Can serve as a bridge between theory and practice and between delivery of content and development of skills
- ▶ Can help schools move from an either/or to a both/more perspective

## THE FRAMEWORK:

A Practical Guide for Montana Teachers and Administrators  
Implementing Indian Education for All



Developed by Dr. Tammy Elser  
2010

# IEFA Across School Districts

**District Type X:** Small or mid-sized school district located far from a reservation and serving very few or no American Indian Students

**Support Level 1:**

- Essential Understandings infused into content areas
- Professional development on Essential Understandings, critical literacy, integration strategies, text selection to reduce bias
- Access to quality materials
- Periodic access to specialists
- Periodic inquiry-based depth of study units
- Professional development on equity pedagogy, anti-bias education and teacher expectations

**District Type Y:** Large urban school district with many American Indian students representing many Montana Tribes

**Support Level 1:**

- Essential Understandings infused into content areas
- Professional development on Essential Understandings, critical literacy, integration strategies, text selection to reduce bias
- Access to quality materials
- Periodic access to specialists
- Periodic inquiry-based depth of study units
- Professional development on equity pedagogy, anti-bias education and teacher expectations

**District Type Z:** School districts located on or near a reservation and having a majority of American Indian students

**Support Level 1:**

- Essential Understandings infused into content areas
- Professional development on Essential Understandings, critical literacy, integration strategies, text selection to reduce bias
- Access to quality materials
- Periodic access to specialists
- Periodic inquiry-based depth of study units
- Professional development on equity pedagogy, anti-bias education and teacher expectations

**Support Level 2:**

- 9-12 Elective courses taught by specialists
- 5-8 Exploratory offerings in American Indian studies
- K-6 Inquiry based depth-of-study units. At least 1 annually at each grade level

**Support Level 2:**

- 9-12 Elective courses taught by specialists
- 5-8 Exploratory offerings in American Indian studies
- K-6 Inquiry based depth-of-study units. At least 1 annually at each grade level

**Support Level 3:**

- K-12 core curricular strand of American Indian Studies taught by specialists
- K-12 instruction in a tribal language



# Approaches to Multicultural Education



The IEFA Framework's approach to multicultural education is guided by two theoretical models developed by Dr. James Banks, Founder of the Center for Multicultural Education At the University of Washington. Dr. Banks identifies four approaches or levels of multicultural education.



# Dr. Tony Wagner's Seven Survival Skills for 21<sup>st</sup> Century Success. (College, Careers, Citizenship)

- Critical Thinking and Problem Solving
- Collaboration Across Networks/Leading by Influence
- Agility and Adaptability
- Initiative and Entrepreneurship
- Effective Oral and Written Communication
- Accessing and Analyzing Information
- Curiosity and Imagination

Transformational



Social Justice



# Framework For IEFA Planning And Integration

## Policy and Planning

- Actionable Policy
- Diverse Team
- Shared Journey

## Professional Development

- EU Proficiency
- Accurate, Tribally Specific Information
- Bias Recognition Strategies

## Materials Review and Selection

- Evaluate for Accuracy and Authenticity
- Weed Out Inaccurate or Unnecessary Materials

# Framework For IEFA Planning And Integration Cont...



## Curriculum Mapping

Look For Multicultural Education  
Components  
Identify Areas of Weakness or Omission



## Curricular Integration

Subject Specific  
Identify Tribal Contexts

# Questions?

- ▶ Zach Hawkins
- ▶ 406-444-0708
- ▶ zachariah.hawkins@mt.gov

## MACIE APPOINTMENT

Rodney Bird

Superintendent Two Eagle River School, 2016 – present

26 Years in Education

# INFORMATION

## ❖ EXECUTIVE COMMITTEE – (Items 8-11)

**Dr. Darlene Schottle**

### ITEM 8

## STUDENT ACHIEVEMENT/FEDERAL UPDATE

**Julie Murgel**

# Montana Board of Public Education Executive Summary

**Date:** January 17, 2020

<b>Presentation</b>	Student Achievement: Closing Opportunity Gaps and Fulfilling ESSA's Equity Promise
<b>Presenter</b>	Julie Murgel
<b>Position Title</b>	ESSA Director
<b>Overview</b>	At the state level, how can we share best practices across districts and schools and build capacity to evaluate the evidence behind improvement strategies?
<b>Requested Decision(s)</b>	
<b>Related Issue(s)</b>	
<b>Recommendation(s)</b>	





January 17th, 2020

## Student Achievement: Closing Opportunity Gaps and Fulfilling ESSA’s Equity Promise

### 1. Which Montana schools achieved student results for sub-groups higher than the state sub-group average on the most recent ELA and Math Statewide Assessments?

In the charts below are **4 elementary and secondary examples** for three subgroups: students with disabilities, American Indian students, and students economically disadvantaged. The data below follows the OPI’s Student Records Confidentiality Policy, which prohibits the OPI from disclosing data from student groups that are 5 or fewer in number or would otherwise reveal the identity of an individual student. Additionally, overall state-assessments results from 2018-19 are provided as a reference point to use when analyzing the data within the examples.

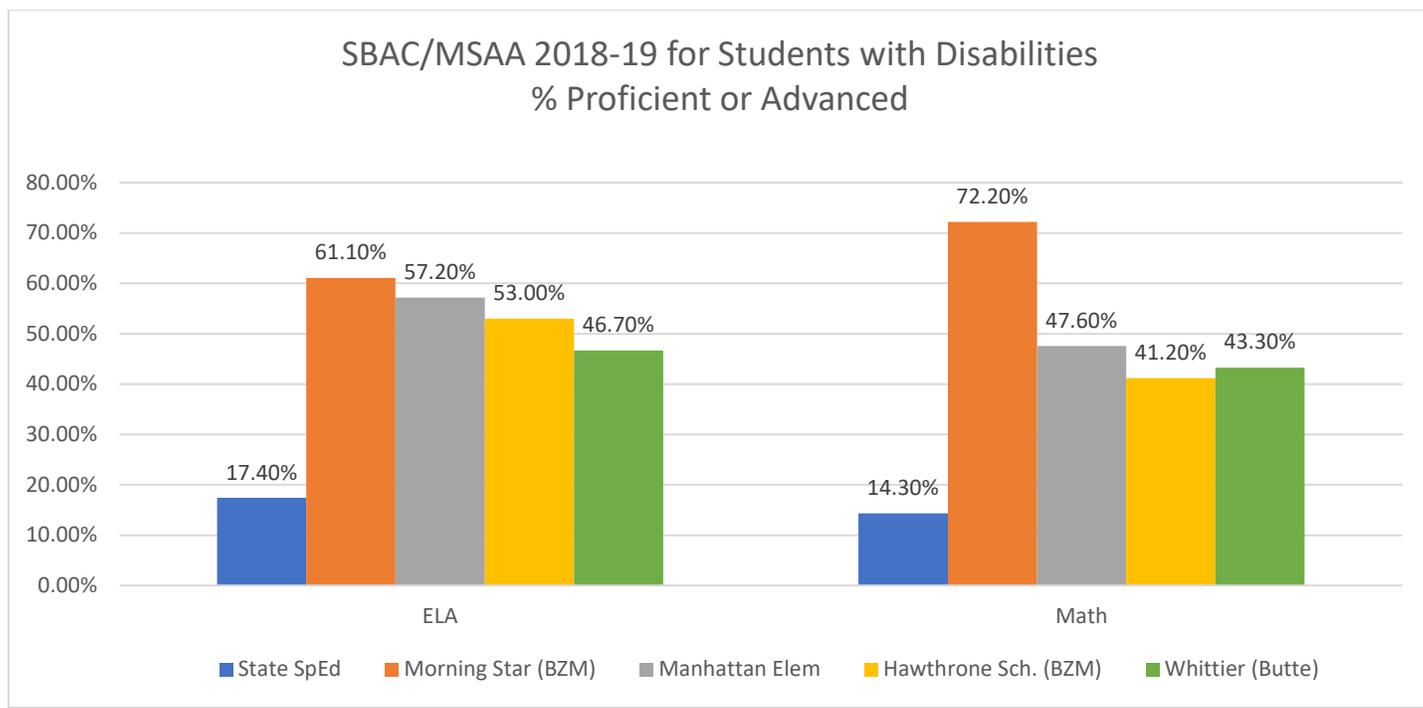
#### 2018-19 Montana Statewide Assessments SBAC Proficiency Levels (3<sup>rd</sup> to 8<sup>th</sup> grade)

Percent Proficient or Advanced on ELA: 50%  
Percent Proficient or Advanced on Math: 41.9%

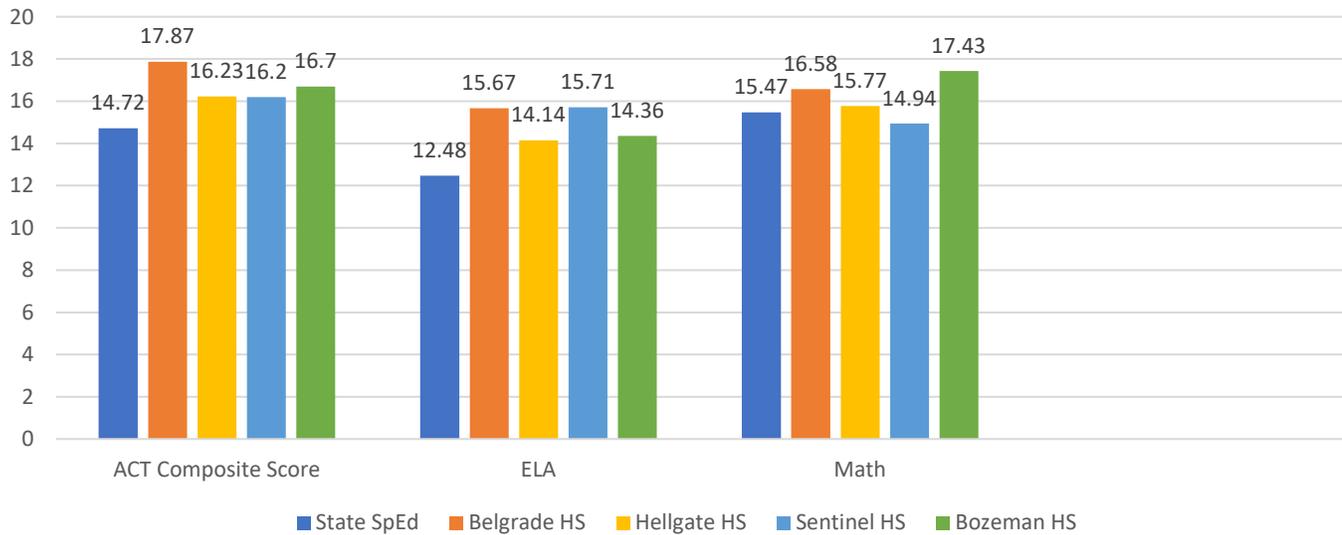
#### ACT Test Scores: (11<sup>th</sup> grade test takers)

Average Composite Score: 19.61  
Average ELA Score: 18.40  
Average Math Score: 19.62

#### Students with Disabilities

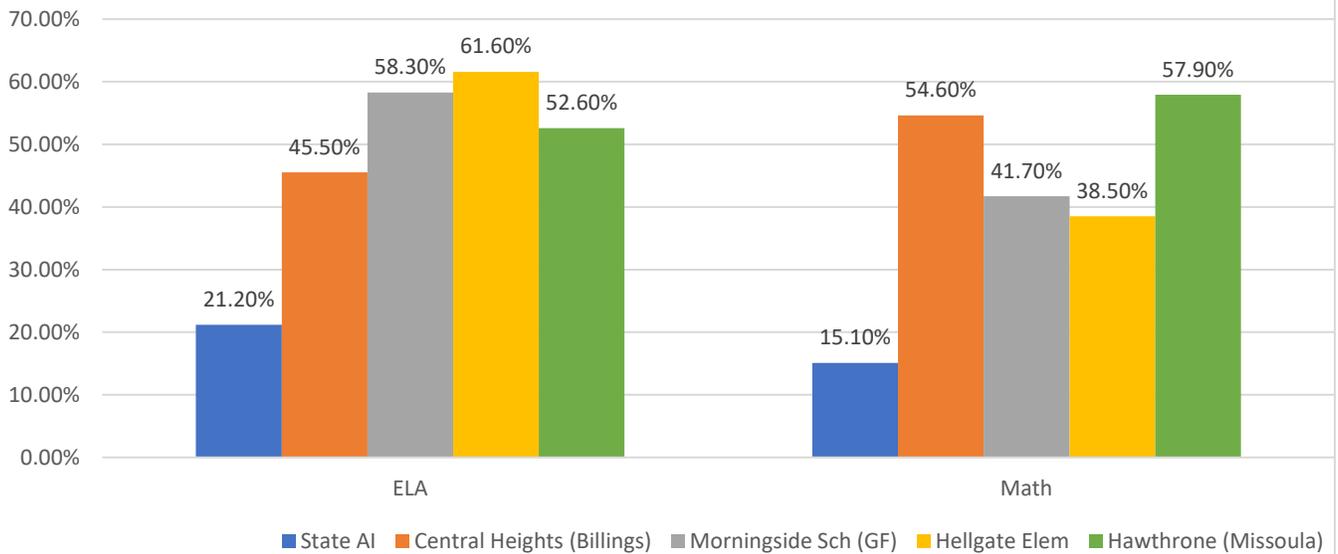


### ACT 2018-19 Scores of Students with Disabilities

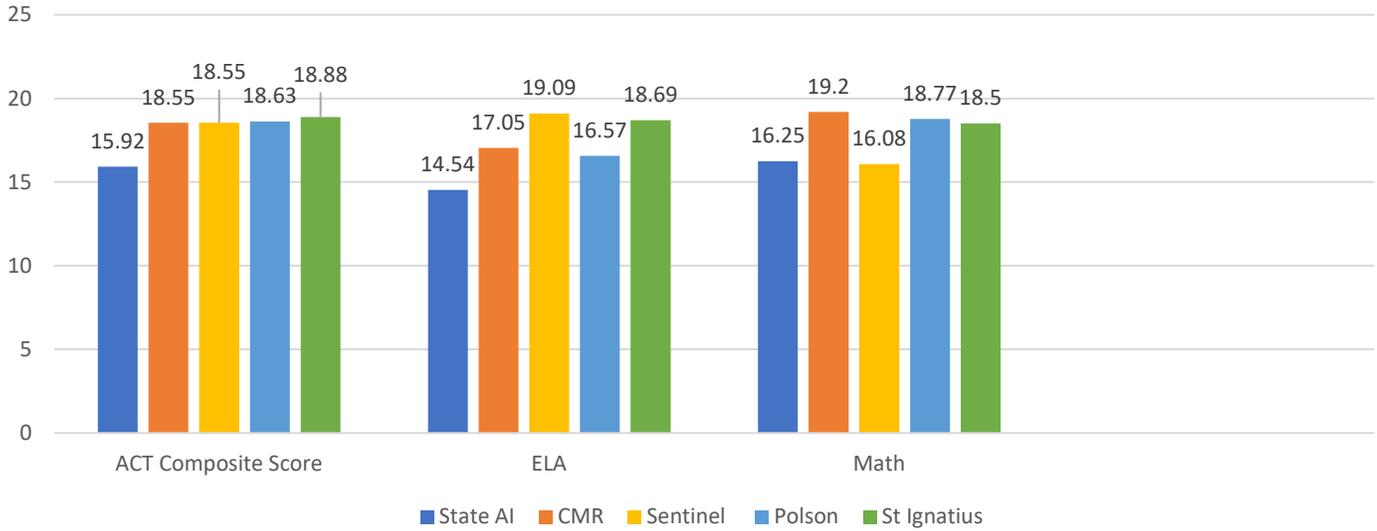


### American Indian Students

#### SBAC/MSAA 2018-19 of American Indian Students % Proficient or Advanced

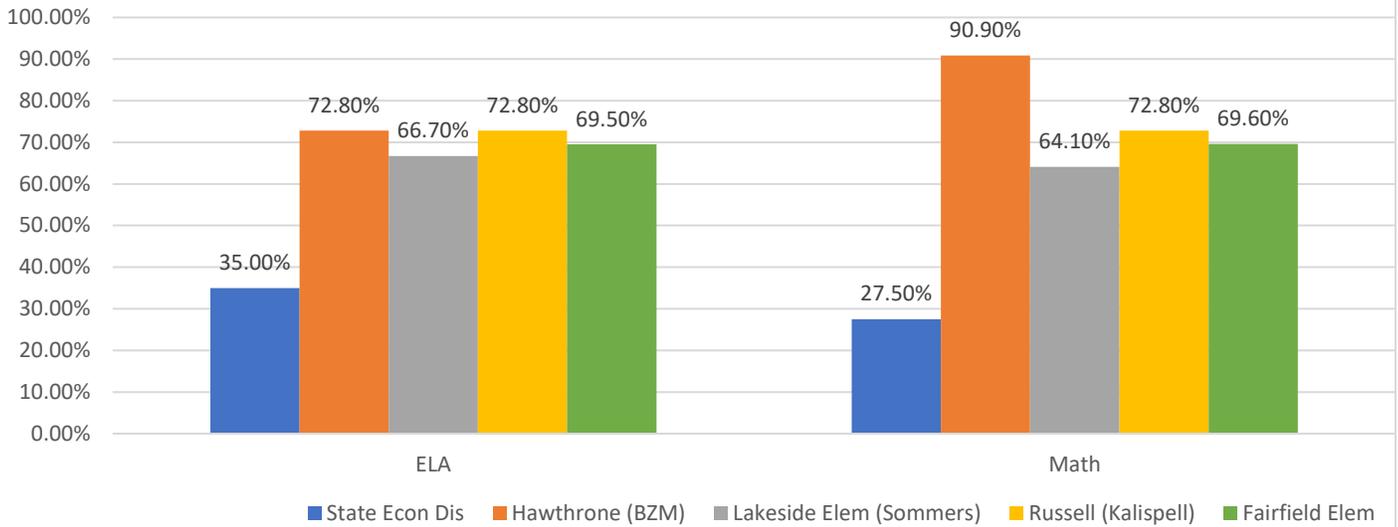


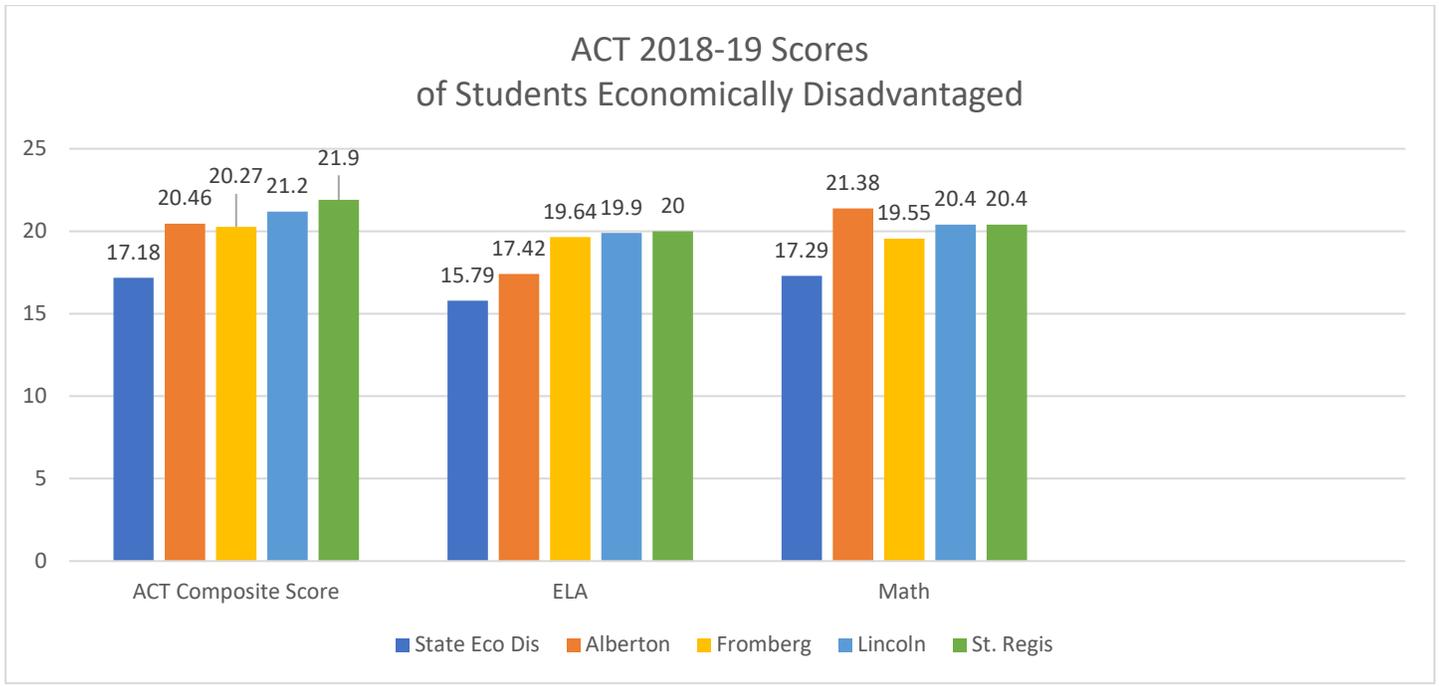
### ACT 2018-19 Scores of American Indian Students



### Economically Disadvantaged (Based on Free Lunch Status)

### SBAC/MSAA 2018-19 of Students Economically Disadvantaged % Proficient or Advanced





**2. To extend the opportunities under ESSA, the OPI intends to use data, like the examples above, to identify, highlight, and inform efforts to improve Montana schools and achieve ESSA’s Equity Promise for all students.**

**Next steps:**

- Identify what strategies, programs, or practices schools are using to close gaps in opportunity and outcomes.
- Document and share-out school improvement efforts that address sources of inequity and support the success of all students.
- Provide resources to support policymakers, district and school leaders, educators, and community members to support continuous school improvement.

**3. The OPI will continue to provide tools and on-going guidance to district and school leaders, educators, and community members to evaluate, select and implement evidenced-based strategies to drive improvement.**

**ESSA-Evidenced Based Requirements:**

ESSA requires that improvement strategies, interventions and programs funded Through Title I 1003(a) meet evidenced based requirements that demonstrate a statistically significant effect on improving student outcomes. Under ESSA, there are four tiers of evidence:

**Tier 1 – Strong Evidence:** supported by one or more well-designed and well-implemented randomized control experimental studies.

**Tier 2 – Moderate Evidence:** supported by one or more well-designed and well-implemented quasi-experimental studies.

**Tier 3 – Promising Evidence:** supported by one or more well-designed and well-implemented correlational studies (with statistical controls for selection bias).

**Tier 4 – Demonstrates a Rationale:** practices that have a well-defined logic model or theory of action, are supported by research, and have some effort underway by a SEA, LEA, or outside research organization to determine their effectiveness.

**INFORMATION**

**ITEM 9**

**TRANSPORTATION REPORT**

**Kara Flath**

# Montana Board of Public Education Executive Summary

**Date:** January 2, 2020

<b>Presentation</b>	Transportation Report
<b>Presenter</b>	Donell Rosenthal
<b>Position Title</b>	Director of Pupil Transportation
<b>Overview</b>	<ul style="list-style-type: none"><li>• Transportation Update for 2019</li></ul>
<b>Requested Decision(s)</b>	None
<b>Related Issue(s)</b>	None
<b>Recommendation(s)</b>	None





# FY 2019 Statewide Transportation Report

As of December 9<sup>th</sup>, 2019

## Historical View of Pupil Transportation Data:

The table below provides a four-year historical comparison of data collected in the Pupil Transportation System maintained by the OPI. The information below is entered and submitted by school district staff or in some cases, the county superintendents. The categories listed in this table are defined below the table.

Category	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
Number of Certified Bus Drivers	2,322	2,259	2,192	2,318	2,220
Number of Bus Routes	2,219	2,211	2,368	2,373	2,344
Total Pupil Ridership	80,138	81,562	87,289	84,742	83,913
Pupil Ridership in Wheelchair w/IEP	204	211	216	193	189
School Miles Traveled per Year	16.89 M	16.50 M	16.82 M	16.61M	16.3M
Average Miles Traveled per Route	53.20	53.70	51.60	51.90	51.00
MHP Bus Inspections	4,376	4,326	4,290	4,276	4,288
Number of Active School Buses	3,157	3,256	3,324	3,372	3,398
Number of District Owned Buses	1,272	1,315	1,330	1,319	1,329
Number of Contractor Owned Buses	1,885	1,941	1,994	2,053	2,069
Number of Individual Contracts	844	836	815	804	824
Amount Paid for Individual Contracts	\$596,031	\$578,932	\$560,966	\$525,715	\$607,846
State Reimbursement for Bus Routes	\$12.02 M	\$11.83 M	\$11.95 M	*\$11.76 M	*\$11.53 M
County Reimbursement for Bus Routes	\$12.01 M	\$11.80 M	\$11.93 M	\$11.72 M	\$11.52 M

## Updates from Pupil Transportation during FY 2019:

- ❖ *\*The state reimbursement amount totaled \$11,525,871.52; however, due to special session budget reductions to the OPI budget, the OPI was required to limit reimbursements to appropriation levels. Therefore, the actual claim disbursement was \$10,046,904.36 (in total for FY 2019 which also included prior year adjustments if needed) with a reduction of \$1,478,967.16 to districts. Districts were required by law to absorb the reduction through either fund transfers, reduction of expenditures, or with operating reserves. The OPI has full appropriation authority for FY 2020 and FY 2021.*

- ❖ An update for the new Type E bus: As of December 10, 2019, there were 41 Type E buses entered in the Pupil Transportation Program, which is 24 newly purchased buses since the FY 2018 report.
- ❖ The OPI is working on clarifying federal requirements for bus drivers during activity trips relating to hours of service including a collaboration with MDT – Motor Carrier Services on monitoring compliance with hours of service. An MOU was drafted and agreed upon between the OPI and MDT. The agreement has been signed by Superintendent Arntzen and returned to MDT for their final signature on November 19, 2019.
- ❖ The effective date for the FMCSA Drug and Alcohol Clearinghouse is January 6, 2020. The Clearinghouse is a secure online database that will offer employers a centralized location to query real-time information about commercial driver’s license (CDL) and commercial learner’s permit (CLP) holders’ drug and alcohol program violations, including positive drug or alcohol test results and test refusals.
- ❖ ARM 10.7.111 (OPI Rule) and 10.64.201 (BPE Rule) need revision for the addition of the Type E bus and CDL requirement.
- ❖ The OPI performed 50 randomly selected school districts to have their transportation program audited for FY2019, and will continue to be performed annually. The purpose for the transportation audits is to verify that school districts are in compliance with Administrative Rule and MCA. Some of the information that was audited included bus driver requirements such as, criminal background checks, annual driving records, compliance with the 15- hour training regulation, and proper CDL endorsements. Findings were documented for 31 out of 50 school districts. The two most common findings consisted of driving records not being performed, and drivers not completing or fulfilling their 15-hours of training requirements. We will perform a partial transportation audit for districts with findings to confirm that they have implemented their plan to correct any and all issues that were documented. None of the findings resulted in a confiscation of state and county transportation reimbursement.

## **Definitions:**

**Number of Certified Bus Drivers** – This is the number of bus drivers who meet the requirements listed in [20-10-103, MCA](#), and [ARM 10.64.201](#), and drove a school bus.

**Number of Bus Routes** – This is the number of unique school bus routes in the state that meet the requirements of [ARM 10.7.112](#) for state reimbursement.

**Total Pupil Ridership** – This is the total pupil count riding school bus routes. This includes Students with an IEP (Individualized Education Program), ineligible riders (such as students who live less than 3 miles from school), and non-public school pupils. Per [20-10-123, MCA](#), nonpublic school children may ride a school bus.

**Pupil Ridership in Wheelchair w/IEP** – This is the number of pupils with an IEP on school bus routes who require the use of a wheelchair. This number is also included in the Total Pupil Ridership.

**School Miles Traveled per Year** – This is the total miles traveled by school buses eligible for state reimbursement. This would not include bus trips not associated with school to home and home to school routes such as activity trips.

**Average Miles Traveled per Route** – This is the statewide average mileage per bus route.

**MHP Bus Inspections** – This is the total amount of inspections completed by the Montana Highway Patrol as required in [ARM 10.7.110](#) and in the Montana School Bus Standards.

**Number of Active School Buses** – This is the statewide number of buses used to complete the home to school and school to home bus routes.

**Number of District Owned Buses** – This is the total number of school district owned school buses used to transport pupils for eligible state reimbursed home to school and school to home bus routes. This number is included in the Number Active School Buses.

**Number of Contractor Owned Buses** – This is the total number of contractor owned school buses used to transport pupils for eligible state reimbursed home to school and school to home bus routes. This number is included in the Number Active School Buses.

**Number of Individual Contracts** – This is the number of unique individual transportation contracts, as defined in [20-10-101, MCA](#) and allowed in [20-10-121, MCA](#).

**Amount Paid for Individual Contracts** – This is the amount of state reimbursement for individual transportation contracts and reimbursed in accordance with [20-10-142, MCA](#).

**State Reimbursement for Bus Routes** – This is the amount paid by the state per [20-10-145, MCA](#), for home to school and school to home bus routes.

**County Reimbursement for Bus Routes** – This is the amount paid by the county per [20-10-146, MCA](#), for home to school and school to home bus routes.

**ACTION**

**ITEM 10**

**APPROVE NOTICE OF ADOPTION FOR  
REVISIONS TO ARM TITLE 10, CHAPTER 54,  
DEADLINES FOR APPLICATIONS AND  
ANNUAL REPORTS**

**Sharyl Allen**

# Montana Board of Public Education

## Executive Summary

**Date:** December 13, 2019

<b>Presentation</b>	Notice of Adoption
<b>Presenter</b>	Sharyl Allen
<b>Position Title</b>	Program Manager
<b>Overview</b>	<p>Notice of Adoption of the Revisions to ARM, Title 10, Chapter 54, Deadlines for Applications and Annual Reports.</p> <p>The adoption of the revisions finalizes the application and annual report openings and closings for FY 2021 and future fiscal years. The revision is tied to HB 351.</p> <p>A summary of the proposed windows is provided below:</p> <p>FY 2021 application window is February 3 closing on February 21.</p> <p>FY 2020 annual report window is February 3, 2020 closing on February 21, 2020.</p> <p>All additional fiscal years will have the application and annual report window as the first Monday in December through the second Monday in January. This window aligns HB 351 and HB 387.</p>
<b>Requested Decision(s)</b>	<p><b>Request adoption of the revisions to ARM title 10, chapter 54, deadlines for applications and annual reports.</b></p>
<b>Related Issue(s)</b>	
<b>Recommendation(s)</b>	<p><b>Adopt the revisions to ARM title 10, chapter 54, deadlines for applications and annual reports.</b></p>



BEFORE THE BOARD OF PUBLIC EDUCATION  
OF THE STATE OF MONTANA

In the matter of the amendment of ) NOTICE OF ADOPTION  
10.54.1010 pertaining to deadlines for )  
applications and annual reports )

TO: All Concerned Persons

1. On November 22, 2019, the Board of Public Education [Board] published MAR Notice No. 10-54-290 pertaining to the proposed amendment of the above-stated rule at page #2079 of the 2019 Montana Administrative Register, Issue Number #22.

2. The Board has amended the above-stated rule as proposed.

3. No comments or testimony were received.

/s/ Pete Donovan  
Pete Donovan  
Executive Director  
Board of Public Education

/s/ Dr. Darlene Schottle  
Dr. Darlene Schottle  
Chair  
Board of Public Education

Certified to the Secretary of State January 21, 2020.

10.54.1010 DEADLINES FOR APPLICATIONS AND ANNUAL REPORTS

(1) For applications submitted for transformational learning aid ~~in 2019~~, the following deadlines apply:

(a) for fiscal year 2020 annual report submission: February 3 – February 21, 2020;

(b) for fiscal year 2021 opening date for applications: February 3, 2020;

(c) for fiscal year 2021 closing date for applications: February 21, 2020;

(d) for all other fiscal years, the opening date for applications and for submission of annual reports is ~~October 1, 2019~~ the first Monday of December each year; and

(e) the closing date for applications and for submission of annual reports is ~~November 1, 2019~~ the second Monday of January each year following the opening date.

(2) remains the same.

**ACTION**

**ITEM 11**

**QUALIFICATION OF APPLICATIONS**  
**RECEIVED FOR THE ADVANCED**  
**OPPORTUNITY ACT**

**Sharyl Allen**

# Montana Board of Public Education

## Executive Summary

**Date:** December 13, 2019

<b>Presentation</b>	Montana Advanced Opportunities Grant Qualification List
<b>Presenter</b>	Sharyl Allen
<b>Position Title</b>	Program Manager
<b>Overview</b>	<p>The application window for Montana Advanced Opportunities Grant closes on January 13, 2020. A revised list of applicant districts will be provided to the Board of Public Education, January 14. The preliminary list of applicants is included. All listed districts have submitted the required application.</p> <p>This application is a first-come, first-served application. The time and date stamp of applicants is included in the supporting document.</p> <p>Provided as preliminary information is the funding districts would be eligible to receive through the grant. The Quality Education Payment for FY 2020 final number will be finalized in March.</p>
<b>Requested Decision(s)</b>	Qualify listed districts for the Montana Advanced Opportunities Grant. Districts not funding will be placed on the priority ranking list for the next fiscal year.
<b>Related Issue(s)</b>	
<b>Recommendation(s)</b>	Qualify the districts provided on the updated January 14, 2019 qualification list.



## MT ADVANCED OPPORTUNITY ACT



Appropriation FY2021      750000

Level	%
Elem	0.03
H.S.	0.2
K-12	0.085

Summary		
	LE Count	Amount FY21
FY21	9	750,000
Wait List	19	\$ (361,770.10)

Rank	District Name	LE	LEVEL	QE State	QEC FY 2020	Adv. Oppor. Op	Running Total	Status	Date	Time	NOTE
1	Conrad HS	0675	HS	2020	\$ 41,189.68	\$ 8,237.94	\$ 741,762.06	Funded	12/2/2019	8:00:17	
2	Conrad Elem	0674	EL	2020	\$ 91,031.90	\$ 2,730.96	\$ 739,031.11	Funded	12/2/2019	8:00:17	
3	Billings H S	0966	HS	2020	\$ 1,199,956.73	\$ 239,991.35	\$ 499,039.76	Funded	12/2/2019	8:00:17	
4	Billing Elem	0965	EL	2020	\$ 2,945,597.23	\$ 88,367.92	\$ 410,671.84	Funded	12/2/2019	8:00:17	
5	Glendive Elem	0206	EL	2020	\$ 225,863.65	\$ 6,775.91	\$ 403,895.93	Funded	12/2/2019	8:00:20	
6	Dawson County H S	0206	HS	2020	\$ 96,717.30	\$ 19,343.46	\$ 384,552.47	Funded	12/2/2019	8:00:20	
7	Great Falls Elem	0098	EL	2020	\$ 1,875,762.80	\$ 56,272.88	\$ 328,279.59	Funded	12/2/2019	8:00:24	
8	Great Falls H S	0099	HS	2020	\$ 719,425.80	\$ 143,885.16	\$ 184,394.43	Funded	12/2/2019	8:00:24	
9	Missoula HS	0584	EL	2020	\$ 943,114.85	\$ 188,622.97	\$ (4,228.54)	Part-Fnd	12/2/2019	8:00:27	
10	Missoula EL	0583	HS	2020	\$ 1,401,981.65	\$ 42,059.45	\$ (46,287.99)	Wait	12/2/2019	8:00:27	
11	St Ignatius K-12	0481	K12	2020	\$ 154,383.50	\$ 13,122.60	\$ (59,410.59)	Wait	12/2/2019	8:00:34	
12	Helena H S	0488	HS	2020	\$ 720,827.50	\$ 144,165.50	\$ (203,576.09)	Wait	12/2/2019	8:00:36	
13	Havre Elem	0427	EL	2020	\$ 300,907.00	\$ 9,027.21	\$ (212,603.30)	Wait	12/2/2019	8:00:46	
14	Havre H S	0428	HS	2020	\$ 148,521.25	\$ 29,704.25	\$ (242,307.55)	Wait	12/2/2019	8:00:46	
15	Reed Point Elem	0850	EL	2020	\$ 24,071.25	\$ 722.14	\$ (243,029.68)	Wait	12/2/2019	8:00:47	
16	Reed Point H S	0851	HS	2020	\$ 16,440.50	\$ 3,288.10	\$ (246,317.78)	Wait	12/2/2019	8:00:47	
17	Fromberg K-12	0072	K12	2020	\$ 54,365.00	\$ 4,621.03	\$ (250,938.81)	Wait	12/2/2019	8:01:09	
18	Hot Springs K-12	0815	K12	2020	\$ 72,868.75	\$ 6,193.84	\$ (257,132.65)	Wait	12/2/2019	8:01:09	
19	Alberton K-12	0577	K12	2020	\$ 62,588.53	\$ 5,320.03	\$ (262,452.68)	Wait	12/2/2019	8:01:16	
20	Superior K-12	0579	K12	2020	\$ 93,154.10	\$ 7,918.10	\$ (270,370.78)	Wait	12/2/2019	8:01:45	
21	Darby K-12	0740	K12	2020	\$ 99,887.50	\$ 8,490.44	\$ (278,861.21)	Wait	12/2/2019	8:21:12	
22	East Helena K-12	1240	K12	2020	\$ 340,721.18	\$ 28,961.30	\$ (307,822.51)	Wait	12/2/2019	8:41:46	
23	Arlee Elem	0474	EL	2020	\$ 104,898.25	\$ 3,146.95	\$ (310,969.46)	Wait	12/2/2019	9:06:00	emailed
24	Arlee High School	0475	HS	2020	\$ 57,836.50	\$ 11,567.30	\$ (322,536.76)	Wait	12/2/2019	9:06:00	emailed
25	Lewistown Elementary	0258	EL	2020	\$ 215,914.20	\$ 6,477.43	\$ (329,014.19)	Wait	12/6/2019	3:44 p.m.	
26	Fergus County HS	0259	HS	2020	\$ 97,522.95	\$ 19,504.59	\$ (348,518.78)	Wait	12/6/2019	3:44 p.m.	
27	Fairfield Elementary	0890	EL	2020	\$ 58,803.75	\$ 4,998.32	\$ (353,517.10)	Wait	Tue 12/10/2019	2:05 PM	
28	Fairfield HS	0891	HS	2020	\$ 41,265.00	\$ 8,253.00	\$ (361,770.10)	Wait	Tue 12/10/2019	2:05 PM	

**INFORMATION**

❖ **LICENSURE REPORT – (Items 12-13)**

**Tammy Lacey**

**ITEM 12**

**TEACHER LICENSURE REPORT**

**Kris Thatcher**

# Montana Board of Public Education Executive Summary

**Date:** January 17, 2020

<b>Presentation</b>	Annual Licensure Report, 2019-2020
<b>Presenter</b>	Kristine Thatcher Office of Public Instruction
<b>Position Title</b>	Educator Licensure, Program Manager
<b>Overview</b>	<p>This report is an informational item.</p> <p>The OPI Licensure Annual Report is intended to provide the Board of Public Education with a summary of educator license activity impacting fiscal year 2019-2020.</p> <p>This report includes issuance of: initial MT licenses, renewals, upgrades, added endorsements and duplicate licenses; it also includes Emergency Authorizations and licenses denied. Additionally, an overview of the past four years of license activity in the areas that have been currently identified as fields of endorsement shortages; and a high level, side-by-side snapshot of licensure history during this same four-year period is also provided.</p>
<b>Requested Decision(s)</b>	None
<b>Related Issue(s)</b>	None
<b>Recommendation(s)</b>	None



Montana  
**Office of Public Instruction**  
Elsie Arntzen, State Superintendent  
[opi.mt.gov](http://opi.mt.gov)



## **OPI 2019 Educator Licensure Annual Report for the Board of Public Education**

**This report is a summary of educator licensure activity\* for 2019 as identified in the areas of:**

- 1) Those obtaining their initial Montana educator license; the class of license and endorsement(s) given**
- 2) Licenses issued for: renewals, duplicates, upgrading from one class to another, and adding an endorsement (Internships are identified with "N")**
- 3) Emergency Authorizations of Employment issued to school districts and the subject areas they were issued in**
- 4) A list of the license class and endorsement areas that were denied**
- 5) A view of the number of newly hired educators and renewals in the critical shortage areas along with the number of our MT graduates (based on report from Montana Council of Deans in Education) in these same areas**
- 6) A view of licensure history new hires and renewals since 2015-16**

**\*A reminder that you will see a new license class, 5A; valid for 1 (one) year, issued to those who meet all requirements other than Praxis**

**Requested & Formatted by: Kristine Thatcher**

**OPI Educator Licensure Program Manager**

**Compiled by: Robin Clausen**

**OPI Data Use Stakeholder Liaison/Analyst**

<b>Initial MT License 2019/20</b>												
<b>License Class</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>5</b>	<b>7</b>	<b>8</b>	<b>4B</b>	<b>4C</b>	<b>5A</b>	<b>CI 6 SC</b>	<b>CI 6 SP</b>	<b>Total</b>
Agriculture 5-12		9		2					1			12
Art K-12	2	24		8								34
Assiniboine K-12					3							3
Auto Body 5-12								1				1
Automotive Technology 5-12								3				3
Biology 5-12	3	15		2		1						21
Blackfeet K-12					2							2
Building Trades 5-12							1	1				2
Business Education (Broadfield) 5-12	1	11		13		1						26
Chemistry 5-12	1	3				1						5
Cheyenne K-12					3							3
Chippewa K-12					1							1
Computer and Information Sciences 5-12	1											1
Crow K-12					1							1
Culinary Arts 5-12							3	1				4
Diesel Mechanics 5-12								1				1
Drafting 5-12							2					2
Drama 5-12		3										3
Early Childhood PK-3	2	31		4					3			40
Earth Science 5-12	1	3		2								6
Elementary K-8	49	453		48					18			568
English as a second language 5-12	1											1
English as a second language K-12	5	8										13
English as a second language K-8		1		1								2
English, Language and Literature 5-12	13	83		10		1			1			108
Family and Consumer Sciences 5-12		3		1					1			5
French 5-12		1										1
French K-12		6		2								8
Geography 5-12		1										1
German K-12		2		1								3
Graphic Arts 5-12							1					1
Gros Ventre K-12					3							3
Health 5-12	1	1							1			3
Health and Physical Education K-12	1	10		8								19
Health Enhancement 5-12		1										1
Health Enhancement K-12	1	33		5					1			40
Health K-12		1										1
Health Professions -Therapeutics 5-12							2					2
History 5-12	3	30		3					1			37
Industrial Arts 5-12				1								1
Industrial Technology Education 5-12		5										5
Irish K-12				2								2

<b>Initial MT License 2019/20</b>												
<b>License Class</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>5</b>	<b>7</b>	<b>8</b>	<b>4B</b>	<b>4C</b>	<b>5A</b>	<b>CI 6 SC</b>	<b>CI 6 SP</b>	<b>Total</b>
Kootenai K-12					1							1
Library K-12	2	1		1								4
Mathematics 5-12	9	35		10					5			59
Metals 5-12								1				1
Middle Grades 4th-8th	1	1										2
Music K-12	4	36		4					1			45
Physical Education K-12	3	6		2					1			12
Physical Education--Secondary 5-12	1								1			2
Physics 5-12				1								1
Political Science 5-12	2	7										9
Principal 5-12			1	1								2
Principal K-12			5	8								13
Principal K-8			2									2
PSC Early Childhood K-8		1										1
Psychology 5-12	1	4				2						7
Reading K-12	3	44		6								53
School Counselor 1 K-12	2	1		1						2		6
School Counselor 6 K-12				7						26		33
School Psychologist				5							11	16
Science (Broadfield) 5-12	8	31		9					1			49
Small Engines 5-12								1				1
Social Studies (Broadfield) 5-12	4	53		5					1			63
Sociology 5-12		1										1
Spanish 5-12		3										3
Spanish K-12		12		1								13
Spec Education Supervisor PK-12			1									1
Special Education - Early Childhood		1		1								2
Special Education - Hearing Impaired PK-12				1								1
Special Education PK-12	15	60		24					3			102
Special Education PK-8	1	1		1					1			4
Special Education Vision Impaired PK-12	1											1
Superintendent K-12			4	2								6
Theater 5-12		1										1
Traffic Education K-12		3		1								4
Welding 5-12							1	3				4
<b>Total</b>	<b>142</b>	<b>1040</b>	<b>13</b>	<b>204</b>	<b>14</b>	<b>6</b>	<b>10</b>	<b>12</b>	<b>41</b>	<b>28</b>	<b>11</b>	<b>1521</b>

(There were no initial 4A's)

<b>Rnwls, Upgrds, +Endrs, Dups 2019/20</b>															
<b>License Class</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>4A</b>	<b>4B</b>	<b>4C</b>	<b>5A</b>	<b>CI 6 SC</b>	<b>CI 6 SP</b>	<b>N</b>	<b>Total</b>
Agriculture 5-12	10	8													18
Agriculture Business 5-12									2						2
Agriculture Mechanics 5-12									2						2
Art 5-12	2	1													3
Art K-12	40	78					1							1	120
Automotive Technology 5-12								1		2					3
Biology 5-12	42	44					5								91
Blackfeet K-12						2									2
Building Trades 5-12								6	1	3					10
Business Education (Broadfield) 5-12	42	51		4										5	102
Carpentry 5-12								1		1					2
Chemistry 5-12	17	13					5								35
Computer and Information Sciences 5-12	7	8												1	16
Computer Coding								3							3
Computer Information Systems 5-12								2	3						5
Cree K-12						3									3
Crow K-12						2									2
Dakota K-12						1									1
Drafting 5-12								2		1					3
Drama 5-12	3	4													7
Dual Credit Anthropology 5-12							1								1
Dual Credit Business Communications 5-12							2								2
Early Childhood PK-3	3	11									1			3	18
Earth Science 5-12	7	5					2								14
Economics 5-12	4	1													5
Electronics 5-12		1						3							4
Elementary K-8	651	1007		7							1			5	1671
Engineering 5-12								1							1
English as a second language K-12	13	4													17
English, Language and Literature 5-12	106	138		1			1							1	247
Family and Consumer Sciences 5-12	11	21		2										8	42
French 5-12	1	6													7
French K-12	8	4													12
French K-8	1														1
Geography 5-12	2	6												1	9
German 5-12	4	1													5
German K-12	3	2													5
Graphic Arts 5-12								4	1						5
Gros Ventre K-12						1									1
Health 5-12	4	6													10
Health and Physical Education K-12		2		1											3
Health Enhancement 5-12	4	6													10
Health Enhancement K-12	97	131		1										5	234
Health Professions - Biotechnology 5-12								3							3
Health Professions -Therapeutics 5-12								15							15
History 5-12	58	101					3							1	163
Horticulture 5-12									1						1
Industrial Arts 5-12	10	11													21
Industrial Mechanics 5-12								1							1
Industrial Technology Education 5-12	9	11													20
Journalism 5-12	2														2

<b>Rnwls, Upgrds, +Endrs, Dups 2019/20</b>															
<b>License Class</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>4A</b>	<b>4B</b>	<b>4C</b>	<b>5A</b>	<b>CI 6 SC</b>	<b>CI 6 SP</b>	<b>N</b>	<b>Total</b>
Latin K-12	1														1
Library K-12	57	67												32	156
Library K-8		1													1
Livestock Production 5-12								2	2						4
Mandarin Chinese K-12		1		5											6
Marketing Education 5-12	5	3													8
Mathematics 5-12	85	98		3			3							9	198
Metals 5-12	1							1		1					3
Music 5-12	2						1								3
Music K-12	43	65		2											110
Music K-8		1													1
Philosophy 5-12							1								1
Photography 5-12									1						1
Physical Education--Elementary K-8		1													1
Physical Science 5-12	5	3					2								10
Physics 5-12	8	9					2								19
Plant Science 5-12								2	1	1					4
Political Science 5-12	15	19					1								35
Principal 5-12			30												30
Principal K-12			281	16										15	312
Principal K-8			38	1											39
PSC Dance K-8		1													1
PSC Early Childhood K-8	22	35													57
PSC Gifted and Talented K-8	1														1
PSC Technology in Education K-12	2														2
Psychology 5-12	10	10					5							1	26
Reading K-12	130	166		1											297
Reading K-8	2														2
ROTC									1						1
Salish K-12							1								1
School Counselor 1 5-12												1			1
School Counselor 1 K-12	75	10		2								3		10	100
School Counselor 6 K-12	1			2	4							53	2		62
School Psychologist				2	6							1	31		40
Science (Broadfield) 5-12	50	49		1			1							4	105
Small Engines 5-12								3		1					4
Social Studies (Broadfield) 5-12	59	80												2	141
Sociology 5-12	5	1					3								9
Spanish 5-12	5	6													11
Spanish K-12	17	25												6	48
Spanish K-8		1													1
Spec Education Supervisor PK-12			18	1											19
Special Education 5-12		1													1
Special Education - Hearing Impaired PK-12		1													1
Special Education PK-12	175	212	3	11										56	457
Special Education PK-8	2														2
Special Education Vision Impaired PK-12	1														1
Speech Communications 5-12	7	5					2								14
Superintendent K-12			86	3										15	104
Supervisor 5-12 History			1												1
Supervisor 5-12 Social Studies			1												1

<b>Rnwls, Upgrds, +Endrs, Dups 2019/20</b>															
<b>License Class</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>4A</b>	<b>4B</b>	<b>4C</b>	<b>5A</b>	<b>CI 6 SC</b>	<b>CI 6 SP</b>	<b>N</b>	<b>Total</b>
Supervisor K-12 Art			1												1
Supervisor K-12 Music			1												1
Supervisor K-8			1												1
Traffic Education K-12	26	20													46
Videography 5-12								2							2
Welding 5-12								1	1	1					3
Woodworking 5-12								1							1
<b>Total</b>	<b>1973</b>	<b>2573</b>	<b>461</b>	<b>66</b>	<b>10</b>	<b>10</b>	<b>41</b>	<b>54</b>	<b>16</b>	<b>11</b>	<b>2</b>	<b>58</b>	<b>33</b>	<b>181</b>	<b>5489</b>

<b>Emergency Authorization by District</b>				
<b>School Year 2019-2020</b>	<b>Count</b>		<b>School Year 2018-2019</b>	<b>Count</b>
Absarokee Elem	1		Absarokee Elem	1
Absarokee H S	1		Absarokee H S	1
Bainville K-12 Schools	4		Bainville K-12 Schools	2
Bozeman H S	1		Big Sky School K-12	1
Broadus Elem	1		Box Elder Elem	1
Browning Elem	5		Box Elder H S	1
Browning H S	1		Brockton Elem	1
Butte Central High School	1		Brockton H S	1
Carter County H S	2		Browning Elem	7
Chester-Joplin-Inverness El	1		Butte Central High School	1
Chester-Joplin-Inverness HS	1		Chester-Joplin-Inverness Elem	3
Chinook Elem	2		Chester-Joplin-Inverness H S	1
Chinook H S	1		Chinook Elem	1
Colstrip H S	1		Chinook H S	1
Cut Bank Elem	1		Conrad Elem	1
Dawson H S	1		Culbertson Elem	2
Ekalaka Elem	2		Culbertson H S	1
Ennis K-12 Schools	1		Cut Bank Elem	2
Frazer Elem	3		Darby K-12 Schools	1
Frazer H S	1		Deer Lodge Elem	1
Fromberg K-12	1		Forsyth Elem	1
Frontier Elem	1		Forsyth H S	1
Glasgow K-12 Schools	1		Fort Benton Elem	2
Glendive Elem	1		Fort Benton H S	1
Great Falls Cent Cath HS	2		Frazer Elem	2
Great Falls Elem	1		Frazer H S	1
Hardin H S	3		Glasgow K-12 Schools	1
Harlem H S	1		Glendive Elem	3
Hysham K-12 Schools	1		Glendive H S	1
Kila Elem	1		Hardin Elem	2
Kinsey Elem	2		Hardin H S	2

<b>Emergency Authorization by District</b>			
Kircher Elem	1	Harlem Elem	5
Knees Elem	1	Harlem H S	4
Lambert Elem	1	Harlowton Elem	1
Lambert H S	1	Harlowton H S	1
Lindsay Elem	1	Judith Gap Elem	1
Lockwood K-12	1	Judith Gap H S	1
McCormick Elem	1	Knees Elem	1
Melstone Elem	1	Lame Deer	3
Melstone H S	1	Libby K-12 Schools	1
Miles City Elem	4	Medicine Lake K-12 Schools	1
Nashua K-12 Schools	1	Missoula H S	1
Noxon Elem	1	Nashua K-12 Schools	1
Noxon H S	1	Noxon Elem	2
Pine Grove Elem	1	Noxon H S	1
Poplar Elem	2	Opheim K-12 Schools	3
Powder River Co Dist H S	1	Poplar Elem	1
Pryor Elem	1	Poplar H S	1
Rapelje Elem	1	Rapelje Elem	1
Rapelje H S	1	Rapelje H S	1
Roberts K-12 Schools	1	S Y Elem (Miles City)	1
Scobey K-12 Schools	1	Saco Elem	1
Seeley Lake Elem	1	Saco H S	1
Shelby Elem	1	Savage Elem	1
Sidney Elem	1	Savage H S	1
Turner Elem	1	Sidney Elem	2
Upper West Shore Elem	1	Sidney H S	2
Valier Elem	1	Valier Elem	1
Valier H S	1	Valier H S	1
Wolf Point Elem	4	Westby K-12 Schools	1
Wolf Point H S	1	Wolf Point Elem	3
<b>Total # of Schools Benefiting</b>	<b>84</b>	<b>Total # of Schools Benefiting</b>	<b>94</b>

Emergency Authorization by Endorsement			
School Year 2019-2020	Count	School Year 2018-2019	Count
Agriculture 5-12	1	Art 5-12	2
Art K-12	2	Art K-12	2
Art K-8	1	Business Education (Broadfield) 5-12	3
Business Education (Broadfield) 5-12	1	Elementary K-8	21
Drama 5-12	1	English	1
Elementary K-8	32	Family and Consumer Sciences 5-12	1
English 5-12	6	Health and Physical Education 5-12	2
Family and Consumer Sciences 5-12	2	Health Enhancement K-12	1
German 5-12	1	History 5-12	1
History 5-12	2	Library K-8	1
Library K-12	4	Library 5-12	1
Library K-8	1	Library K-12	1
Mathematics 5-12	5	Mathematics 5-12	8
Music 5-12	3	Music 5-12	2
Music K-12	4	Music K-12	7
Music K-8	3	Physical Education K-8	1
Physical Education--Elementary K-8	3	Reading 5-12	1
Principal K-12	1	School Counselor 5-12	1
School Counselor 1 5-12	2	School Counselor K-8	1
School Counselor 1 K-8	1	School Counselor K-12	3
School Counselor 6 K-12	3	Science (Broadfield) 5-12	1
Science (Broadfield) 5-12	2	Social Studies (Broadfield) 5-12	1
Social Studies (Broadfield) 5-12	2	Spanish 5-12	2
Spanish 5-12	1	Special Education PK-8	5
<b>Total # of Endorsement Areas</b>	<b>84</b>	Special Education 5-12	3
		Special Education PK-12	2
		<b>Total</b>	<b>75</b>

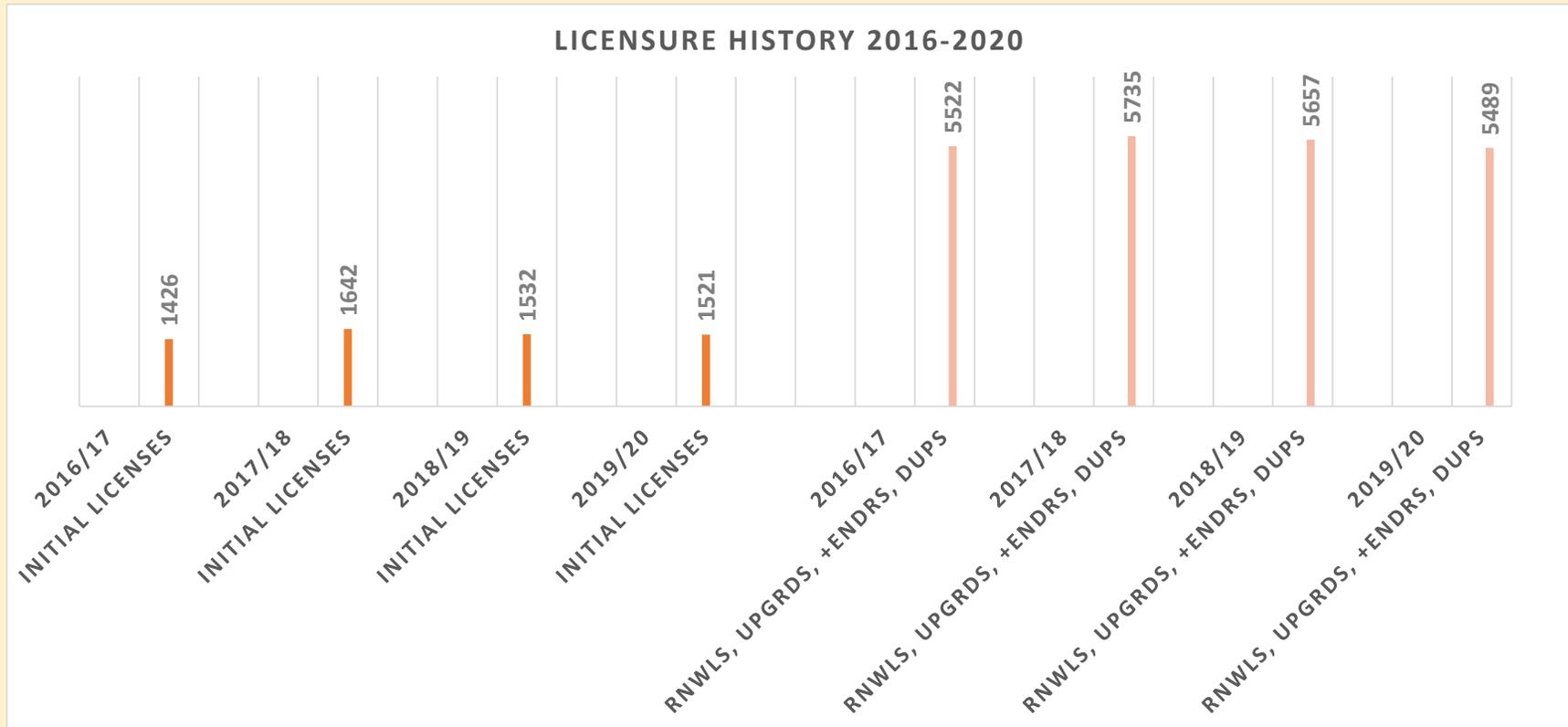
<b>Denials 2019/20</b>						
<b>License Class</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4A</b>	<b>Licensed Y/N</b>	<b>Totals</b>
Elementary Education		1			N - Denied; Bachelor's degree was completed at a college that does not have regional accreditation.	1
Special Education PK-8		1			N - Denied; Bachelor's degree was completed at a college that does not have regional accreditation.	1
Principal K-12			2		<b>One is licensed in MT, the other is not:</b> Y - Denied; did not have required 3 years teaching experience. Holds valid Class 6 School Counselor endorsed license. N - Denied; was not licensed for majority of required teaching or administrative experience.	2
Agriculture Mechanics				1	Y - Denied; only met 4,008 of the 10,000 hour requirement. Holds valid Class 2 endorsed in Social Studies (Broadfield); and, valid Class 4A endorsed in Building Trades, Electronics and Metals.	1
Family and Consumer Science				1	Y - Denied; only met 3,171 of the 10,000 hour requirement. Holds valid Class 1 endorsed in Health Enhancement K-12.	1
Upgrade Class 2 to Class 1	1				Y - Denied; Did not have required 3 years teaching experience at a state accredited school. Holds valid Class 2, endorsed in Elementary Education; and, participating in Internship program for School Counselor K-12.	1
<b>Total # of Denials</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>		<b>7</b>

<b>New Licenses in Fields of Critical Endorsement Shortages</b>				
				0
<b>License Year</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2019-20</b>	<b>Total</b>
Art	35	48	34	117
Career & Technical Education	35	33	22	90
Elementary	496	619	568	1683
English	100	99	124	323
Health	63	61	66	190
Library	12	16	4	32
Mathematics	46	68	59	173
Music	48	46	45	139
Principal	10	21	17	48
Science (Broadfield)	36	48	49	133
School Counselor	48	35	39	122
School Psychologist	13	18	7	38
Social Studies	58	68	63	189
Special Education	93	103	111	307
Superintendent	3	9	6	18
Supervisor	0	0	0	0
World Languages	23	36	21	80
<b>Total</b>	<b>1119</b>	<b>1328</b>	<b>1235</b>	<b>3682</b>

<b>New Licenses in Critical Endorsement Shortages &amp; MT Grads per MT Council of Deans Report</b>		
<b>License Year</b>	<b>2018-19</b>	<b>MT Grads 2018-19</b>
Art	37	21
Career & Technical Education	31	22
Elementary	600	331
English	84	44
Health	63	37
Library	9	35
Mathematics	67	27
Music	35	24
Principal	17	No Data
Science (Broadfield)	38	24
School Counselor	40	No Data
School Psychologist	23	No Data
Social Studies	62	37
Special Education	119	41
Superintendent	4	No Data
Supervisor	0	No Data
World Languages	22	10
<b>Total</b>	<b>1251</b>	<b>653</b>

<b>Renewals in Fields of Endorsement Shortages</b>					
<b>License Year</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>	<b>Total</b>
Art	93	122	119	123	<b>457</b>
Career & Technical Education	54	52	71	81	<b>258</b>
Elementary	1600	1726	1681	1671	<b>6678</b>
English	271	283	291	264	<b>1109</b>
Health	296	286	310	275	<b>1167</b>
Library	155	179	172	157	<b>663</b>
Mathematics	178	197	187	198	<b>760</b>
Music	111	118	122	114	<b>465</b>
Principal	345	335	363	381	<b>1424</b>
Science (Broadfield)	116	98	125	105	<b>444</b>
School Counselor	174	181	177	163	<b>695</b>
School Psychologist	24	42	38	40	<b>144</b>
Social Studies	156	146	148	141	<b>591</b>
Special Education	459	520	534	481	<b>1994</b>
Superintendent	109	108	102	104	<b>423</b>
Supervisor	6	5	3	5	<b>19</b>
World Languages	100	106	113	86	<b>405</b>
<b>Total</b>	<b>4247</b>	<b>4504</b>	<b>4556</b>	<b>4389</b>	<b>17696</b>

## Licensure History 2016/17 through 2019/20



**INFORMATION**

**ITEM 13**

**LEGAL UPDATE**

**Rob Stutz**

**INFORMATION**

❖ **ASSESSMENT COMMITTEE – (Item 14)**

**Anne Keith**

**ITEM 14**

**ASSESSMENT REPORT**

**Ashley McGrath**

# Montana Board of Public Education Executive Summary

**Date:** January 2020

<b>Presentation</b>	Assessment Update for the 2019–2020 School Year
<b>Presenter</b>	Ashley McGrath
<b>Position Title</b>	State Assessment Director Assessment Department Office of Public Instruction
<b>Overview</b>	The Office of Public Instruction (OPI) will present updates for the Montana Comprehensive Assessment System (MontCAS) including the status of peer review for additional evidence for the Smarter Balanced, ACT, and the Multi-State Alternate Assessment (MSAA).
<b>Requested Decision(s)</b>	Informational Item.
<b>Related Issue(s)</b>	Testing Windows Science Waiver Peer Review Chapter 56 Assessment
<b>Recommendation(s)</b>	None.



Montana  
**Office of Public Instruction**  
Elsie Arntzen, State Superintendent  
[opi.mt.gov](http://opi.mt.gov)



# Montana

## Office of Public Instruction

### Jan. Board of Public Education Meeting

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### OPI Assessment Update

Ashley McGrath | Assessment Director | OPI Assessment Unit

**Location:** Helena, Montana

**Note:** slides were prepared on December 31, 2019



# Presentation Overview

1. Assessment Overview
2. Science Update
3. Peer Review Update
4. Communication Status
  - Assessment Bulletin
  - Assessment 411
5. Monitoring Update
6. Assessment Conference



# Assessment Overview

## SBAC

**S**marter  
**B**alanced  
**A**ssessment  
**C**onsortium

## MSAA

**M**ulti  
**S**tate  
**A**lternate  
**A**ssessment

## ACT with Writing

**A**merican  
**C**ollege  
**T**esting

## MSA

**M**ontana  
**S**cience  
**A**ssessment

## AMSA

**A**lternate  
**M**ontana  
**S**cience  
**A**ssessment

## ACCESS for ELLs

**E**nglish  
**L**anguage  
**L**earners

# 2020 Testing Windows

- Science Practice Tests
- ACT Online Plans



Grade	ACCESS for ELLs (English Language Proficiency)	Alternate Montana Science Assessment (Alternate)	Montana Science Assessment (General)	MSAA (Alternate)	Smarter Balanced (General)	ACT with Writing* (General)
Window Period	8 weeks	8 weeks	8 weeks	7 weeks	10 weeks	3 Opportunities
Test Window	Dec 4 – Jan 29	Mar 16 – May 8	Mar 16 – May 8	Mar 16 – May 1	Mar 9 – May 15	Initial: March 24 Make-up: April 7 Emergency: April 21
Required Subjects	ELP	Science	Science	Math and ELA	Math and ELA	Math, ELA, and Science
Grades Tested	K–12	Grades 5, 8, 11	Grades 5, 8	Grades 3–8, 11	Grades 3–8	Grade 11



# Waiver Status

## AMSA

Alternate  
Montana  
Science  
Assessment

## MSA

Montana  
Science  
Assessment

- **Notice to the U.S. Department of Education (USDOE) sent on November 18, 2019**
  - Provided the public with notice and routine survey option
  - Provided the public with reasonable time
    - September 15 – November 15, 2019 (60 days)
  - USDOE issues written determination (approval or disapproval) within 120 days after the request (e.g., on or before Mar 17, 2020).



# CAC Meeting

**AMSA**

Alternate  
Montana  
Science  
Assessment

**MSA**

Montana  
Science  
Assessment

- **Content Approval Committee (CAC)**
  - Review and revise Montana items
  - Standards alignment of MOU pool items
- **Number of Educators**
  - About 15 educators from a variety of content areas, instructional levels, experience levels
- **Purpose of Meeting/Goals**
  - Include educators in science assessment development
  - Give educators a feel for the new assessment

# Peer Review Update

- 20 Critical Elements of 30
- 205 Pieces of Unique Evidence/Key Documents

## 1. Cover Letter

### U. S. Department of Education Peer Review of State Academic Assessment Systems

#### State Academic Assessment Peer Review Submission Cover Sheet and Index Template

Montana Office of Public Instruction  
 ACT with Writing Additional Evidence Submission



## 2. Index

#### STATE ASSESSMENT PEER REVIEW SUBMISSION INDEX: ACADEMIC CONTENT ASSESSMENTS SECTION 1: STATEWIDE SYSTEM OF STANDARDS AND ASSESSMENTS

**Critical Element 1.1 – State Adoption of Academic Content Standards for All Students**  
 This critical element was not cited in the Department’s Letter; thus, it was a critical element for which the OPI has not provided additional evidence. Within the Letter, the Department indicated that the evidence previously submitted adequately showed that Montana has adopted challenging academic content standards for all students in reading/language arts and mathematics, and that Montana applies its academic content standards to all public schools and public-school students in the state.

Critical Element 1.1 For academic content standards:	Evidence	Notes
The State formally adopted challenging academic content standards for all students in reading/language arts, mathematics and science and applies its academic content standards to all public schools and public school students in the State.	Not applicable.	Not applicable.

**Critical Element 1.2 – Challenging Academic Content Standards**  
 This critical element was not cited in the Department’s Letter; thus, it was a critical element for which the OPI has not provided additional evidence. Within the Letter, the Department indicated that the evidence previously submitted adequately showed that Montana’s academic content standards specify what students are expected to know and be able to do by the time they graduate from high school to succeed in college and the workforce.

Critical Element 1.2 For academic content standards:	Evidence	Notes
The State’s challenging academic content standards in reading/language arts, mathematics, and science	Not applicable.	Not applicable.

## 3. Example Evidence

### 2019–2020 MontCAS Test Security Manual

Montana Standards for Data Integrity and Test Security  
 within the Montana Comprehensive Assessment System (MontCAS) Program

This manual accompanies the Montana Comprehensive Assessment System (MontCAS) Test Administrator Manual, MontCAS Accessibility and Accommodation Guidelines, MontCAS Accommodations Manual and Guidance Memo, and the MontCAS Test Coordinators Manual as required to administer each statewide assessment under the authority of MCA §20-2-12(1), ARM §10.55.603, ARM §10.56 for public schools and those private schools seeking accreditation. All accredited schools must annually administer the statewide assessments approved by the Board of Public Education and follow the test administration protocols according to standardized procedures published by the Office of Public Instruction. These policies and procedures provide documentation of the protections used by the Office of Public Instruction to safeguard the suite of statewide assessments under the obligations of Title I of the Elementary and Secondary Education Act of 1965 (ESEA), as amended by the Every Student Succeeds Act (ESSA).

- **Section 1 - Statewide system of standards & assessments**
  - 5% (n = 14)
- **Section 2 - Assessment system operations**
  - 47% (n = 136)
- **Section 3 - Technical quality—validity**
  - 5% (n = 15)
- **Section 4 - Technical quality—other (e.g., reliability)**
  - 11% (n = 31)
- **Section 5 - Inclusion of all students**
  - 16% (n = 46)
- **Section 6 - Academic achievement standards & reporting**
  - 16% (n = 46)

- **Audience:** Test Coordinators
- **Content:** Technical nature and tailored to the audience

## Organized by:

- Program, Due this Month, Timely Tasks, Resources and Supports, and Technical Support Contact Information

## Stay Informed with Assessment Updates

### Delivery Metrics - Details

**1,380** Total Sent

**1,320 (96%)** Delivered

**0 (0%)** Pending

**60 (4%)** Bounced

**0 (0%)** Unsubscribed

### Bulletin Analytics

**1,153** Total Opens

**591 (45%)** Unique Opens

**295** Total Clicks

**205 (16%)** Unique Clicks

**15** # of Links



# Assessment 411

- **Audience:** School Leaders
- **Content:** Tailored content for school leaders

## Organized by:

- Action-oriented topics, tailored to the role and require timely attention (month)

## Stay Informed with Assessment Updates

### Delivery Metrics - Details

**966** Total Sent  
**919 (95%)** Delivered  
**0 (0%)** Pending  
**47 (5%)** Bounced  
**0 (0%)** Unsubscribed

### Bulletin Analytics

**798** Total Opens  
**391 (43%)** Unique Opens  
**42** Total Clicks  
**30 (3%)** Unique Clicks  
**13** # of Links

- Test Security Agreements
- 4 Testing Plans
- Assessment Observations for each Assessment



**MontCAS** Montana Comprehensive Assessment System  
opi.mt.gov Montana Office of Public Instruction

**II MontCAS**  
 Test Administration Plan  
 2019–2020 School Year

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**10 Required Activities: Test Administration Plan**

System Test Coordinator (STC) are required to have the MontCAS Test Administration Plan to ensure the school system administers statewide assessments consistently and with fidelity. This checklist will assist STCs with ensuring this plan is complete. For the required activities below, formulate evidence your school system will use, along with the specific steps you as the STC will take to ensure these tasks are accomplished within your school system. In your description, be specific about your local plan and the timeframe required to implement each step in your schools. MontCAS refers to all six required statewide summative assessments.

<i>Ongoing</i>	
<input type="checkbox"/>	<b>Item 1) MontCAS Before, During, and After Activities:</b> There is a plan in place to ensure schools have clear expectations on what must happen before, during, and after testing to ensure a successful administration of each assessment.
<input type="checkbox"/>	<b>Item 2) MontCAS Student Eligibility and Participation:</b> There is a plan in place to ensure students are properly identified in Montana's state student information system (i.e., Achievement in Montana (AIM)/Infinite Campus) and included in MontCAS assessments to the fullest extent possible and/or per their educational plan.
<i>Before Testing</i>	
<input type="checkbox"/>	<b>Item 3) MontCAS State Assessments:</b> There is a plan in place to ensure school leaders and school staff know what assessments are required by state and federal law (e.g., Elementary and Secondary Education Act and Administrative Rules for Montana Chapter 56).
<input type="checkbox"/>	<b>Item 4) MontCAS Assessment Dates:</b> There is a plan to ensure all schools place assessments on the school calendar during the OPI allowable test window and report this information within the MontCAS Application.
<input type="checkbox"/>	<b>Item 5) MontCAS Build An Assessment Team:</b> There is a plan to share with school leaders on how they can identify school staff who can assist with testing and communicate about roles such as who is authorized, who knows how to do this, who can help with, and who is available when.
<input type="checkbox"/>	<b>Item 6) MontCAS Testing Time and Location:</b> There is a plan to share the suggested timing of assessments with Building Coordinators to identify appropriate timing and locations of assessments.
<input type="checkbox"/>	<b>Item 7) MontCAS Testing Location:</b> There is a plan to ensure the testing location is free from distractions, does not contain assistive supports, and the technology has been properly set up and tested before administering assessments.
<input type="checkbox"/>	<b>Item 8) MontCAS Parent Participation Notice:</b> There is a plan to notify parents about the importance of assessments including: (a) the purpose; (b) the source of the requirement; (c) when the information about student performance is provided to teachers and parents; (d) how teachers, principals, and district officials use the information about student performance; and (e) how parents can use that information to help their child before testing takes place (ARM 10.56.102(6)).
<input type="checkbox"/>	<b>Item 9) MontCAS Data Outcomes:</b> There is a plan to convey the types of information that will be available from the assessment (e.g., individual student reports and school score reports) and where students, parents, teachers, and the public can go to access these sources of information.
<i>After Testing</i>	
<input type="checkbox"/>	<b>Item 10) MontCAS Data Use:</b> There is a plan in place to share with system administrators who will utilize the results to examine the educational program and measure its effectiveness (ARM 10.55.601).

The MontCAS Test Administration Plan should be maintained annually in accordance with your local school district policies or the preference of the STC. Plans should be archived for a period of at least three school years as the OPI can request evidence of plans at any time throughout the school year. If you have questions, please contact us at 844.867.2569 or [OPIAssessmentHelpDesk@mt.gov](mailto:OPIAssessmentHelpDesk@mt.gov).



# ASSIST Conference

**Dates: January 13–14, 2020**

- Assisting schools with the unique challenges and conditions of test administration;
- Sharing best practices;
- Highlighting what's new in 2020;
- Maintaining quality and consistency in the program; and
- Hosting a range of sessions (e.g., comprehensive balanced assessment systems).



**Delta Hotel**

**Helena, Montana**

# Questions?

**Ashley McGrath**

State Assessment Director

Montana Office of Public Instruction

Phone: 406.444.3656

E-mail: [amcgrath@mt.gov](mailto:amcgrath@mt.gov)

# INFORMATION

## ❖ ACCREDITATION COMMITTEE – (Items 15-17)

Jesse Barnhart

### ITEM 15

UPDATE: VIRTUAL SITE VISIT OF THE  
EDUCATOR PREPARATION PROGRAM AT  
STONE CHILD COLLEGE, NOVEMBER 24-26,  
2019

Dr. Linda Vrooman Peterson

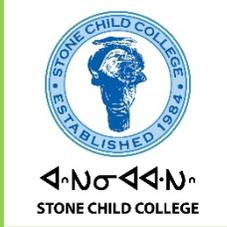
# Montana Board of Public Education Executive Summary

**Date:** January 17, 2020

<b>Presentation</b>	Update: Virtual Site Visit of the Educator Preparation Program at Stone Child College, November 24-26, 2019.
<b>Presenter</b>	Linda Vrooman Peterson
<b>Position Title</b>	Administrator Accreditation and Educator Preparation Division  Office of Public Instruction
<b>Overview</b>	This is an information item. The Office of Public Instruction will provide an update on the virtual site visit of the Elementary Education teacher education program at Stone Child College.
<b>Requested Decision(s)</b>	None.
<b>Related Issue(s)</b>	
<b>Recommendation(s)</b>	None.



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## OPI ACCREDITATION SITE VISIT AT STONE CHILD COLLEGE Nov. 24-26, 2019

### Sunday, November 24

<b>4-5:30 p.m.</b>	EPP Presentation: Standards (311-315) and Program Standards (501 and 532)  Interviews – Education Department Head, Education Department Faculty, and Data Coordinator. President’s Conference Room, Sitting Old Woman
<b>6 p.m.</b>	Team Meeting
<b>Evening</b>	Team Meeting- Discuss findings from review of data, evidence, and new information received since the visit began. Finalize remaining visit schedule and interview assignments

### Monday, November 25 - Morning

<b>8:45 am</b>	Technical check for Virtual Site Review - President’s Conference Room, Sitting Old Woman
<b>9 -9:15 a.m.</b>	Team meets with Department Head to review schedule and IT department for technology needs. President’s Conference Room, Sitting Old Woman  Dr. Kadene Drummer, Education Department Head
<b>9:15 -10 a.m</b>	Team meets with Principals of partner schools – President’s Conference Room, Sitting Old Woman
<b>10-10:30 a.m.</b>	Team meets with SCC Board of Directors – President’s Conference Room, Sitting Old Woman
<b>10:30-10:45 a.m.</b>	Break
<b>10:45 – 11:30 a.m.</b>	Team meets with SCC President, Dean of Students, and Dean of Academics. President’s Conference Room, Sitting Old Woman
<b>11:30 – 12 noon</b>	Team meets with Spring 2019 graduate – first year teacher. President’s Conference Room, Sitting Old Woman

### Monday, November 25 - Afternoon

<b>12 noon – 1 p.m.</b>	Team members with Dr. Kadene Drummer.
<b>1:30-2:30 p.m.</b>	Interviews of Initial program student teacher candidates/current students/graduates. President’s Conference Room, Sitting Old Woman
<b>2:30-3 p.m.</b>	Team meets with Initial education faculty and candidates who will student teach starting in January. President’s Conference Room, Sitting Old Woman  <b><u>Initial faculty – President’s Conference Room</u></b>
<b>3-3:30 p.m.</b>	Break
<b>3:30-4:30 p.m.</b>	Interviews with current student teachers, past graduates, cooperating teachers, Advisory Board.

	President's Conference Room, Sitting Old Woman
<b>Evening</b>	Team Work Session
<b>Tuesday, November 26</b>	
<b>8- 11:30 a.m.</b>	Team Work Session. Additional or follow-up interviews could be scheduled if necessary.
<b>12:30 p.m.</b>	Team Meeting with Department Head and Professional Core faculty – Communicate preliminary site visit findings. President's Conference Room, Sitting Old Woman
<b>1:00 p.m.</b>	Team Meeting with President, Academic Dean, SCC Board, Dean of Students. President's Conference Room, Sitting Old Woman
<b>1:30 p.m.</b>	Exit Interview. President's Conference Room, Sitting Old Woman
<b>Virtual Site Visit Concludes</b>	
	Notes:

**INFORMATION**

**ITEM 16**

**SITE VISIT SCHEDULE FOR MONTANA'S 10  
EDUCATOR PREPARATION PROGRAMS**

**Dr. Linda Vrooman Peterson**

# Montana Board of Public Education Executive Summary

**Date:** January 17, 2020

<b>Presentation</b>	Update: Site Visit Schedule for Montana's 10 Educator Preparation Providers
<b>Presenter</b>	Linda Vrooman Peterson
<b>Position Title</b>	Administrator Accreditation and Educator Preparation Division  Office of Public Instruction
<b>Overview</b>	This is an information item. The Office of Public Instruction conducts site visits of Montana's 10 Educator Preparation Programs on seven-year cycle. This update provides members of the Board of Public Education with the site visit schedule 2020 through 2027.
<b>Requested Decision(s)</b>	None
<b>Related Issue(s)</b>	None
<b>Recommendation(s)</b>	Information



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**MONTANA EDUCATOR PREPARATION PROVIDERS (EPPs)  
ACCREDITATION SITE VISIT SCHEDULE  
2015-2020 and Proposed Schedule for 2022-2027**

EPP	SCHEDULE 2015-2022	SCHEDULE 2022-2027
University of Montana-Western	F 2015 CAEP-MT	F 2022 CAEP-MT
Montana State University-Bozeman	F 2015 CAEP-MT	F 2022 CAEP-MT
Salish Kootenai College	F 2016 STATE	F 2023 STATE
Montana State University-Northern	S 2017 STATE	S 2024 STATE
Montana State University-Billings	S 2017 CAEP-MT	S 2024 CAEP-MT
Stone Child College	F 2019 STATE	F 2026 STATE
Carroll College	S 2019 ( <i>GCE* Spring 2021</i> )	S 2026 STATE
University of Providence	S 2019 ( <i>GCE* Spring 2021</i> )	F 2026 STATE
University of Montana-Missoula	S 2020 ( <i>GCE* Spring 2022</i> )	S 2027 CAEP-MT
Rocky Mountain College	F 2020 STATE	F 2027 STATE

CAEP            Council for the Accreditation of Educator Preparation  
 NCATE        National Council for Accreditation of Teacher Education

\* Good Cause Extension (GCE)

**INFORMATION**

**ITEM 17**

**UNIVERSITY OF PROVIDENCE REQUEST  
FOR GOOD CAUSE EXTENSION**

**Dr. Linda Vrooman Peterson  
Matthew Redinger, Provost/Vice President for  
Academic Affairs, University of Providence  
Leslie Lott, Assistant Professor of Education,  
University of Providence**

# Montana Board of Public Education Executive Summary

**Date:** January 17, 2020

<b>Presentation</b>	University of Providence Request for Good Cause Extension.
<b>Presenter</b>	Linda Vrooman Peterson
<b>Position Title</b>	Administrator Accreditation and Educator Preparation Division  Office of Public Instruction
<b>Overview</b>	<p>This is a discussion item. The Office of Public Instruction provides the Board of Public Education with a Good Cause Extension (GCE) request to delay the 2019 site visit of the Educator Preparation Program at the University of Providence (UP) from spring of 2019 to spring of 2021. Dr. Redinger, Provost and Vice President for Academic Affairs, will discuss the justification for the UP GCE request to conduct a site review of the reinstated elementary education and health and physical education endorsement programs in 2021.</p> <p>Leslie Lott, Assistant Professor of Education, will present an update on the teach-out plan for the students enrolled in the discontinued teacher education endorsement programs.</p>
<b>Requested Decision(s)</b>	None



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[opi.mt.gov](http://opi.mt.gov)

<p><b>Related Issue(s)</b></p>	<p>On May 9, 2019, Matthew Redinger, Provost and Vice President for Academic Affairs, UP, informed the Board of Public Education of the discontinuation of selected endorsement programs in the Teacher Education Program at the UP. Dr. Redinger also discussed the teach-out plan for students enrolled in the discontinued teacher education programs.</p> <p>Elementary Education and Health and Physical Education programs were on the list of the university plan to close eleven programs in the Education Department.</p> <p>On November 8, 2019, the UP Trustees restored Elementary Education and Health and Physical Education to the teacher education program.</p>
<p><b>Recommendation(s)</b></p>	<p>Discussion.</p>





**Good Cause Extension Request Form**  
 Completed by Educator Preparation Provider (EPP)

<b>EPP:</b> University of Providence	
<b>Requested By (Name and Title):</b> Leslie Lott, Director of Education Programs	<b>Contact Information (e-mail):</b> Leslie.lott@uprovidence.edu
<b>Scheduled Visit Semester:</b> Spring 2019	<b>Scheduled Visit Type</b> (e.g. Continued, First): Continued
<b>Requested New Visit Semester:</b> Spring 2021	<b>Requested Length of Extension:</b> ___ one semester ___ one year <u>X</u> two years

The Montana Board of Public Education and State Superintendent of Public Instruction maintain a 7-year accreditation cycle. The semester of the visit following a rescheduled visit will be based on the original Scheduled Visit Semester, e.g., Scheduled visit, Spring 2019.

*Programs selecting the Special Professional Association (SPA) review option with National Recognition will be scheduled to submit the initial SPA review reports three years prior to the final approved site visit date. See the CAEP Accreditation Handbook for details.*

**Basis for Requesting a Good Cause Extension\*:**

- State or federal standards or legislation requiring significant programmatic change.
- Substantive changes –see [CAEP Accreditation Policy 6.02: Substantive Changes](http://caepnet.org/~media/Files/caep/accreditation-resources/accreditation-policy.pdf?la=en) link below.
- Other extenuating circumstances such as, an Act of God, natural disaster, or civil unrest, please explain.

*\*The Superintendent of Public Instruction reserves the right to approve or deny requests for Good Cause Extension. The EPP must provide sufficient justification to demonstrate need for an extension. The OPI reserves the right to adjust the length of the extension based on the nature of the request.*

Submit this completed form along with:

**EPP Rationale:** The EPP leadership explaining the basis for the request.

Submit GCE documentation via email to:  
 lvpeterson@mt.gov



TO: Linda Vrooman Peterson, Teacher Preparation Administrator,  
Montana Office of Public Instruction

FR: Matthew Redinger, Provost/Vice President for Academic Affairs  
The University of Providence

A handwritten signature in blue ink, appearing to be 'MR', is written to the right of the 'FR:' line.

RE: Good Cause Extension Request

DT: November 11, 2019

As the Chief Academic Officer primarily responsible for the closure and restoration of the Educator Preparation Program (EPP) at the University of Providence (UP), it gives me pleasure to provide a justification on behalf of the university's Education Department for a Good Cause Extension under the provisions identified with CAEP Policies 6.02 Substantive Changes and 6.06 Good Cause Extension. The university acknowledges that while it is not CAEP accredited, it is relying on this established policy to justify this extension.

Under the terms of Policy 6.06 a) B), the EPP at UP hereby requests a Good Cause Extension of its accreditation review because of the following Substantive Changes at the university:

#### 1. Program Closure

The most determinative development that demonstrates the UP need for the Good Cause Extension was the closure of the EPP based on a decision by the University of Providence Board of Trustees, February 14, 2019. This decision was the culmination of an 18-month program prioritization process led by Stevens' Strategies. The Program and Resource Optimization (PRO) process involved campus committees built around each of the four measures of program viability: Program Quality, Mission Fulfillment, Market Responsiveness, and Finance. In this analysis, twenty-two departments reported on these four factors, contributing to a broad analysis of program viability. Education programs at UP were among the programs that were slated for closure based on the evidence developed during the PRO process.

- On February 14, 2019, the UP Board of Trustees voted to approve the university president's plan to close eleven programs including:
  - Elementary Education
  - Secondary Education
  - Special Education
  - Health and Physical Education
- The Education programs were put on a "teach-out" program that would have taken four years to complete; we were dedicated to seeing to it that our UP students would be able to complete their programs at UP.

#### 2. Program Restoration

This complex process became more complicated in early September when the Chair of the Board of Trustees requested a proposal to restore Elementary Education and Health and Physical Education as programs at UP. Elementary Education was by far the most popular among the UP Education programs,



and it retained the majority of its students even though the program had been slated for closure. The Board of Trustees authorized the restoration of these programs on November 8, 2019. This restoration brings to high relief the need for the UP EPP to request a Good Cause Extension.

### 3. Personnel Changes

One of the most significant developments in the past several months that adds justification to this request for a Good Cause Extension is a significant change in personnel in the UP EPP. The longtime Director of the EPP at the University of Providence left the institution for employment at Great Falls Central Catholic High School. While she was at UP, she held tightly to her reporting and accreditation responsibilities, and no one really knew what she was doing. When she left and a new director was identified, it became clear that much of the paperwork that the institution expected her to complete had not been done. Thus, the new director faces a very steep learning curve in preparation for the accreditation visit.

### 4. Data Reporting Changes

Finally, the university ended its use of Taskstream to record assessment data, which the former director controlled exclusively. Thus, the new director has a significant amount of work to get the program's assessment reporting in order to backfill the work not done by the previous director.

Because of the disruption to the EPP caused by the Board of Trustees' decision to close the program, and then restore it, because of the change in leadership for the EPP, and because of the changes in the data reporting system necessitated by the ending of the UP Taskstream contract, the University of Providence hereby requests a two-year postponement of the accreditation visit. The visit originally scheduled for spring 2019 is hereby requested to be postponed until spring 2021. The University of Providence EPP is convinced that postponing the accreditation visit to spring 2021 will allow the EPP time to fully deal with the substantive changes identified above. Taken together, the change in program leadership, the significant effort required to close the program (spring 2019) and restore it, and the time it will need to fully refine its data collection and reporting system such that it is fully prepared for review and analysis.

COURSE NAME AND NUMBER	CR	FA 19	SP 20	FA 20	SP 21	FA 21	SP22	FA22
EDU 200 Orientation to Prof Education - Lott	3	1 – Secondary major; 3 – Elementary EDU majors Last semester						
EDU 202 Intro to Gifted Ed - Lee	2	6 – Elementary EDU majors 2 – SPED majors Last semester						
EDU 244 Instructional Technology - Lott	2	4 – Elementary EDU majors 1 – HPE major Last semester						
EDU 260 Multicultural Education Lee	3		5 – Elementary EDU majors 3 – HPE majors 1 – Secondary major Last semester					
EDU 261 Intro to Exceptionalities – Wendy A.	3	1 – Elementary EDU major 2 – HPE majors Last semester						
EDU 284 Cognitive Psych Applied to Lrng – Adjunct Lott	4	3 – HPE majors 2 – Secondary majors 1 – SPED major 6 – Elementary EDU majors Last semester						
EDU 315 Assessment of Learning - Lee	2	1 – SPED major 3 - Secondary majors 3 – Elementary EDU majors 4 – HPE majors		5 – Elem EDU Last semester				
EDU 336 Developing Emergent Literacy - Adj	1			3 - SPED Last semester				
EDU 338 Teaching Reading in the Content Area - Adjunct	2		3 – Secondary 2 – SPED 4 - HPE Last semester					
EDU 341 Meth Elem Science - Adjunct	2	2 – Elementary EDU 1 - Secondary		5 – Elementary 1 - SPED		2 - Elementary Last semester		
EDU 342 Meth Elem Soc St - Lee	2		5 – Elementary 1 - Secondary		2 – Elementary 1 - SPED Last semester			

COURSE NAME AND NUMBER	CR	FA 19	SP 20	FA 20	SP 21	FA 21	SP22	FA22
EDU 352 Meth in Elementary Math - Lee	2		4 – Elementary		2 – Elementary 1 - SPED 1 - Secondary Last semester			
EDU 353 Meth in Elementary Art –Leslie Fontana	2		2 - Elementary		3 – Elementary 1 - SPED Last semester			
EDU 355 Developmental Disabilities - Adjunct	3			2 - SPED Last semester				
EDU 356 Meth in Communication Arts I - Lott	2	5 – Elementary 1 - SPED		3 - Elementary Last semester				
EDU 357 Meth in Communication Arts II - Lott	3		5 – Elementary 1 - SPED		3 - Elementary Last semester			
EDU 361 Assessment of Students with Disabilities - Adjunct	3							
EDU 362 Learning Disabilities – Wendy A.	3	1 – SPED 1 - Secondary Last semester						
EDU 363 Emotional and Behavior Disorders – Katerina S.	3	2 - SPED Last semester						
EDU 368 Language Development – Katerina S.	2	2 – SPED 1 - Secondary Last semester						
EDU 370 Children's Lit - Lott	3	3 – Elementary EDU	1 – Elementary	2 - Elementary		1 – Elementary 1 - SPED Last semester		
EDU 395 Field Experience-Special Education - Adjunct	1to3	50 hours per credit		3 – SPED Last Semester				
EDU 420 Policy & Procedure in SE - Adjunct	2		2 - SPED Last semester					
EDU 430 Secondary School Teaching Proc. – Ed McNamee	2	4 - Secondary		1 – Secondary 1 – SPED 3 - HPE Last semester				
EDU 441 Remedial Reading - Adjunct	2			2 – SPED/Sec Last semester				

COURSE NAME AND NUMBER	CR	FA 19	SP 20	FA 20	SP 21	FA 21	SP22	FA22
EDU 461 Curriculum of Special Education - Adjunct	3		2 – SPED major Last semester					
EDU 462 Pre Prof Integrative Exp Elem - Lee	2	3 - Elementary		2 - Elementary		4 – Elementary 1 - SPED Last semester		
EDU 472 Pre Prof Integrative Exp MS - Lee	2	1 – Secondary 1 – HPE 1 - Elementary	3 - Elementary	3 – Secondary 1 – SPED 4 – HPE 1 - Elementary	4 – Elementary 1 - SPED Last semester			
EDU 482 Pre Prof Integrative Exp HS – Lee?	2		1 – SPED 2 – Secondary 1 - HPE		2 – Secondary 3 - HPE Last semester			
EDU 489 Internship Seminar-Elem. & Sec. - Lott	2	1 – Elementary 1 - Secondary	1 – HPE 1 - Elementary	2 – Elementary 1 - Secondary	2 – Secondary 1 – HPE 1 – SPED 2 - Elementary	1 – Secondary 1 – HPE 1 - Elementary	4 – Elementary 1 – HPE 1 - SPED	1 - HPE Last semester
EDU 490 Elem Internship A - Raunig	10	1 - Elementary	1 - Elementary	2 - Elementary	2 - Elementary	1 - Elementary	1 - SPED 4 - Elementary Last semester	
EDU 498 Secondary Internship A - Raunig	10	1 - Secondary	1 - HPE	1 - Secondary	1 – Secondary 1 – SPED 1 - HPE	2 – Secondary 1 - HPE	1 – Secondary 1 - HPE	1 – HPE Last semester
EDU 496 Sped Student Teaching - Adjunct	6				Steven		Jenna	
HST 230 World & Regional Geography - Drake	3		4 - Elementary Last semester					
MUS 250 Elementary School Music - Adjunct	2		4 – Elementary 1 - SPED		4 - Elementary Last semester			
MTH 255 Math for Elementary Teachers I - Hecker	3		6 – Elementary Last semester					
MTH 256 Math for Elementary Teachers II - Hecker	3	7 – Elementary EDU 1 - SPED		2 - Elementary Last semester				
HPE 110 Wellness Perspectives	3	5 – Elementary EDU						

COURSE NAME AND NUMBER	CR	FA 19	SP 20	FA 20	SP 21	FA 21	SP22	FA22
HPE 300 Strat in Health Enhancement - Raunig	3	1 – Elementary EDU	4 – Elementary EDU		4 – Elementary EDU Last semester			
GSC 121 - Martin	4		2 – Elementary EDU Last semester					

## Spring 2020

COURSE NAME AND NUMBER	CR	SP 20
EDU 260 Multicultural Education Lee	3	Taylor M., Logan, Tess, Ashley, McKinnon, Jamison, Raija, Renae Davis, Taylor A. <b>Last semester</b>
EDU 338 Teaching Reading in the Content Area – Wendy Antila?	2	Taylor A, Shelby, Sage, Steven, Cydney, Jamison, Raija, Renae, Jenna <b>Last semester</b>
EDU 342 Meth Elem Soc St - Lee	2	Averi, Shelby, Logan, Ashley, McKinnon, Marca
EDU 352 Meth in Elementary Math - Lee	2	Logan, Averi, McKinnon, Quindee
EDU 353 Meth in Elementary Art –Leslie Fontana	2	Ashley, Marca
EDU 357 Meth in Communication Arts II - Lott	3	Averi, Skyla, Jenna, Taylor M., Logan, Ashley?
EDU 370 Children's Lit - Lott	3	Kody
EDU 395 Field Experience-Special Education - Adjunct	1to3	
EDU 420 Policy & Procedure in SE – Ekaterina Smith	2	Steven, Jenna <b>Last semester</b>
EDU 461 Curriculum of Special Education - ?	3	Steven
EDU 472 Pre Prof Integrative Exp MS - Lee	2	Averi, Skyla, McKinnon
EDU 482 Pre Prof Integrative Exp HS – Lee?	2	Taylor A, Steven, Cydney, Hanna
EDU 489 Internship Seminar-Elem. & Sec. - Lott	2	Randy, Kody
EDU 490 Elem Internship A - Raunig	10	Kody
EDU 498 Secondary Internship A - Raunig	10	Randy
HST 230 World & Regional Geography – Donnelly?	3	Jenna, Quindee, Ashley, Marca? <b>Last semester</b>
MUS 250 Elementary School Music – Shad Bailey	2	Taylor M., Tess, Skyla, McKinnon, Jenna
MTH 255 Math for Elementary Teachers I - Hecker	3	Taylor M., Logan, , Tess, Ashley, Averi, Marca? <b>Last semester</b>
HPE 300 Strat in Health Enhancement - Raunig	3	Taylor M., Skyla, McKinnon, Quindee
GSC 121 - Martin	4	Tess, Quindee <b>Last semester?</b>

## ACTION

### ❖ MSDB LIAISON – (Items 18-19)

Mary Jo Bremner

## ITEM 18

### MSDB REPORT

- **First Reading of MSDB Policies  
(Information Only)**
- **Approve Superintendent Vacation Request**
  - **Approve Out-of-State Travel Requests**
  - **Approve Human Resource Hirings**
  - **Approve Statutory Pay Increases**

Donna Sorensen

**Board of Public Education – MSDB Report: January 17, 2020**  
D/HH=Deaf or Hard of Hearing, B/VI=Blind or Visually Impaired, DB=Deafblind

*\*Some numbers below indicate ongoing total since the beginning of the school year*

Agenda Item	Report																																						
Numbers	<p><b><u>EDUCATION NUMBERS</u></b></p> <p><i>Blind/Low Vision Department</i></p> <table border="0" style="width: 100%;"> <thead> <tr> <th></th> <th style="text-align: center;"><i>M</i></th> <th style="text-align: center;"><i>F</i></th> </tr> </thead> <tbody> <tr> <td>PreSchool</td> <td style="text-align: center;">3</td> <td style="text-align: center;">0</td> </tr> <tr> <td>Elementary (K-6)</td> <td style="text-align: center;">4</td> <td style="text-align: center;">3</td> </tr> <tr> <td>Middle School (7-8)</td> <td style="text-align: center;">1</td> <td style="text-align: center;">0</td> </tr> <tr> <td>High School (9-12)</td> <td style="text-align: center;">4</td> <td style="text-align: center;">2</td> </tr> <tr> <td style="text-align: right;"><b>Total</b></td> <td style="text-align: center;"><b>12</b></td> <td style="text-align: center;"><b>5 (17)</b></td> </tr> </tbody> </table> <p><i>LEAP (Post-High School)</i>      <b>2</b>      <b>1 (3)</b></p> <p><i>Deaf/Hard of Hearing Department</i></p> <table border="0" style="width: 100%;"> <thead> <tr> <th></th> <th style="text-align: center;"><i>M</i></th> <th style="text-align: center;"><i>F</i></th> </tr> </thead> <tbody> <tr> <td>PreSchool</td> <td style="text-align: center;">2</td> <td style="text-align: center;">3</td> </tr> <tr> <td>Elementary (K-6)</td> <td style="text-align: center;">2</td> <td style="text-align: center;">3</td> </tr> <tr> <td>Middle School (7-8)</td> <td style="text-align: center;">1</td> <td style="text-align: center;">2</td> </tr> <tr> <td>High School (9-12)</td> <td style="text-align: center;">5</td> <td style="text-align: center;">6</td> </tr> <tr> <td style="text-align: right;"><b>Total</b></td> <td style="text-align: center;"><b>10</b></td> <td style="text-align: center;"><b>14 (24)</b></td> </tr> </tbody> </table> <p><i>LEAP (Post-High School)</i>      <b>0</b>      <b>0 (0)</b></p> <p><b><u>CAMPUS VISITS* 11 total</u></b>  * Robert “Bob” Herbold (1956) and his family visited from Arizona this summer.  * Deaf Family from Maryland was traveling through Montana this summer. Happened to find out about MSDB being in Great Falls and they stopped by for a quick tour.  * Matt Meinhardt (1992) and his partner Katie (former teacher at Iowa School for the Deaf) visited the week of Orientation.  * Two Outreach VI students for intensive training in Assistive Technology, O&amp;M, and braille  * Students and Advisors from Job’s Daughters.  * College Student observing for sociology class.  * College Student observing ASL class for college assignment.  * Two visits for 5<sup>th</sup> graders from Helena schools.  * Students from Columbia who are taking ASL as distance class from our ASL Teacher.  * ASL Class from GFHS. Visiting various classrooms, working with students, attending Winter Program.  * Five (5) classes from Lewis and Clark Elementary attending Winter Program.</p>			<i>M</i>	<i>F</i>	PreSchool	3	0	Elementary (K-6)	4	3	Middle School (7-8)	1	0	High School (9-12)	4	2	<b>Total</b>	<b>12</b>	<b>5 (17)</b>		<i>M</i>	<i>F</i>	PreSchool	2	3	Elementary (K-6)	2	3	Middle School (7-8)	1	2	High School (9-12)	5	6	<b>Total</b>	<b>10</b>	<b>14 (24)</b>	<p><b><u>CAMPUS</u></b></p> <p><b><u>10-day Observations</u></b>  *Total Placement Requests: 10  (VI-3, DHH-6, DB-1)  *Total Placement Recommended: 7  (VI-2, DHH-5, DB-0)  *Observation in progress: 2  *Records being gathered: 0  *Referred to Outreach: 1  *Observation begins Jan: 2</p> <p><b><u>COTTAGE: 13 total students</u></b>  DHH - 8 VI - 5  Boys - 4 Girls - 9</p> <p><b><u>OUTREACH</u></b>  <u>Data as of 11/1/19</u>  832 Family Contacts D/HH  1134 School Contacts D/HH  306 Other Contacts D/HH</p> <p>563 Family Contacts B/VI  751 School Contacts B/VI  213 Other Contacts B/VI</p> <p><u>Data as of 11/1/2019</u>  11/125 Prof Dev In-services /  Number in Attendance</p>
	<i>M</i>	<i>F</i>																																					
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Administration	<p><b><u>Partnership with the DeafBlind Project</u></b>  MSDB works closely with the DeafBlind Project. This year, they brought Cody Colchado, Jr. to our campus and to the Transition Conference in Helena on November 18-19, 2019. Cody was born hard of hearing. In high school, he lost part of his vision in a football accident and later became totally blind. He is a competitive powerlifter and was named the 2015 World’s</p>																																						

	<p>Strongest Disabled Man – Standing Division and named 2016 America’s Strongest Adaptive Athlete. He is a 30-time champion powerlifter and holds 26 world records. The students LOVED his energy, his enthusiasm, and his inspiring message. He demonstrated several ways to break boards including with his head, with a “karate” chop breaking several at a time, and through the air sending the board flying into two pieces. His message centered on independence and working toward your goals.</p> <p><u>Sorenson Videophones</u>  Montana is currently without any Sorenson representative. We submitted several requests for upgrading all of our videophones on campus. Scott Henry, former employee of MSDB and current Sorenson representative, traveled from Colorado Springs to complete this work for us during the last week in November. As a School for the Deaf, it is important to have current technology and ensure our students know how to use that technology. Sorenson videophones (along with any other videophone company) provide the equipment and the service at no charge to Deaf consumers. Our tax dollars support this service and all videophone companies must follow rules established by the Federal Communications Commission (FCC).</p> <p><u>Winter Program</u>  Don’t miss our Winter Program! Check out our Facebook page @MtSDB for live streaming of the performances on December 19, 2019 at 1pm before our Zoom phone call meeting at 4pm.</p> <p><u>Policy Work</u>  The 1000 series in the Policy Manual was reviewed and suggested edits are included in this Board report for the first reading.</p>
Union Items	<p><u>MFPE</u></p> <ul style="list-style-type: none"> <li>• Collective Bargaining Agreement was ratified and signed.</li> </ul> <p><u>UFCW</u></p> <ul style="list-style-type: none"> <li>• Collective Bargaining Agreement was ratified and signed.</li> </ul>
Education Program	<p><u>Using MAP Data</u>  Currently the staff is attending a variety of different professional development trainings on how to use MAP assessments to inform instruction. This includes how MAP can help define the scope of learning with the IXL program to meet the Common Core State Standards. These trainings will continue through the end of March.</p> <p><u>Writing Curriculum</u>  We are looking for a trainer to come to MSDB and train staff how to provide better writing instruction. We will be looking at implementing the Step up to Writing program with the hopes that it will be implemented across disciplines.</p> <p><u>Growing the VI Department</u>  The VI Department is looking at developing a K-2 classroom beginning in January. This would be the result of possibly 2 kindergarten VI students starting in January. We will possibly be adding one more VI student to our preschool classroom and another VI student to our middle school group. It is our hope that all 4 of these students will be MSDB students soon!</p> <p><u>Visitors</u>  We have had several student visitors at MSDB the last two months. Four gifted and talented classrooms from Helena joined our classrooms for an enrichment experience. We have had public school students from Columbus High School and Great Falls High School join our classrooms as well as participants. Beginning in February, our students will assist staff at East Middle School with a sign language club.</p>

	<p><u>Club Activities</u> The Expression of Silence has been busy with their public performances. The Academic Bowl team is preparing for their regional competition in Hawaii. The Flying Hooves Club did a great job with Halloween Skits and working on their skits for the Christmas program. Our ASL Classes did a great job preparing a skit/presentation on Gallaudet and Clerc and their importance with deaf education.</p> <p><u>Evaluations for Deaf Students with Autism</u> We had a request for an evaluation for a student to evaluate for autism. As we have no experience with a deaf student with autism, we have relied heavily on the Montana Autism Project. They have sent staff to MSDB to help with observations. The new Montana Checklist for Autism is built for hearing students but OPI has walked us through what would be reasonable for the process. The student did qualify for Autism and we were able to help OPI develop a process for evaluating a deaf student.</p> <p><u>Staffing Changes</u> We have hired a PE teacher. She will begin 12-16-19. She has a background in exercise science (Bachelor of Science) and currently is a certified trainer. She has worked for Browning Public Schools and coaches girls' basketball for Simms. She will be on a Class 5 certificate while she completes her methods courses for Physical Education.</p>
<p>Student Life Program</p>	<p>This is an exciting time of the year in the cottages. The kids are involved with so many activities and the cottages are decorated for the holidays. There are several Expressions of Silence performances around town at several of the retirement communities.</p> <p>Our Thanksgiving Formal dinner was held on Sunday, November 24, the dinner was well attended. Students helped make the centerpieces for each table. Special guests for the dinner included many teachers and staff (with their families) and several MSDB Foundation members.</p> <p>Students traveled home on Tuesday, November 20. Travel return was changed from Sunday, to Monday December 2. The reason for changing travel was due to the adverse road conditions. All Student Life Parents were called and informed of this change – all were happy as they were given another day to spend with their child.</p> <p>We provided an on-campus apartment for a mother of two young children with visual impairments for about two weeks. This was not so much for placement in the cottages but rather for the family to check out the Education Program and perhaps move to Great Falls.</p> <p>Each cottage wing will have their own Christmas party and gift exchange. The students plan the party and each wing is a bit different. The MSDB Foundation helps provide funding for the food for these parties.</p> <p>December 7 the Annual MSDB Cookie Decorating Party was held in the dining room at 1:00 PM. This was open to all MSDB students, their families, staff and their families. This is our main MSDB Christmas party. It was a good turnout and everyone had a good time. Prizes were given for various categories.</p> <p>On Saturday, December 15 the members of the Jr. National Association of the Deaf (Jr. NAD) will host a Christmas party in conjunction with the Great Falls Club of the Deaf. This party will be held in the Mustang Center (Gym) lobby area. This is an opportunity for our students to socialize with members of the deaf community.</p> <p>December 15 will also be the Expressions of Silence Annual Holiday Fundraiser performance at 1:00 PM in the Mustang Center. This event is usually very well attended and gets folks in the holiday spirit.</p>

Finally, on Sunday, December 15 will be Christmas Formal Dinner at 5:00 PM in the Cottage Dining Room. It is anticipated this will be another nice opportunity for students, staff and invited guests to enjoy a nice meal and chat. The story, "What Shep did for Christmas" will be played on the CD player and Superintendent Donna Sorensen sign the story. This story is very relevant to MSDB and the MSDB Foundation.

Tuesday, December 17 the cottages will have our annual dinner out at the Golden Corral. The MSDB Foundation is very gracious and provides the funding for this activity.

Students will travel home on December 20 and will return January 2 (school in session).

- Outreach Program
- Outreach has been hard at work getting student data prepared for upcoming IEPs, planning and providing DEW at the end of October and VIEW in November.
  - We have had about 30 referrals in the start of the new school year. These referrals take time to collect information, do observation and prepare information to do in-services for school teams.
  - The Outreach Teams are already reaching out to possible presenters for the Family Learning Weekends that happen in June.
  - Some Outreach are encouraging their school teams serving Deafblind students to attend MCEC as a communication presentation for deafblind will be coming to Montana.
  - Outreach Consultants also continue to be busy getting around the state educating Low Vision teams on the Prodigy Connect 12 units.
  - To thank the Lions Clubs of Montana for their incredible work with the Foundation raising \$300,000 for low-vision magnification devices, a special Thank You ad was developed. You may have heard the spot on the radio or seen the spot on TV.

Business

Budget Spending Comparison:

Program	% Spent YTD as of 12/10/19	% Spent Prior Year as of 12/17/18
Administration	45.67%	41.54%
General Services	68.97%	54.02%
Cottage	40.46%	35.57%
Education	38.20%	41.84%
Total:	41.58%	41.18%

The General Services spending this fiscal year is higher this year than last year. This is mainly due to our insurance payment to Risk Management Tort Defense for \$67,861. We also pay our property taxes (\$11,144.11) all at one time instead of two payments.

This year we have also had some unexpected large payments in our General Services Program. Here is a list of those expenses which total \$13,090.37:

- Work on Condenser \$915.39
- Pumped out manhole to replace power supply \$921.25
- Replace power supply \$3,277.67
- Replace Compressor that failed due to power supply loss \$3,535.71
- Trim down branches due to severe wind storm \$1,440.00
- Replace controller switch \$745.00
- Change IP address on heating system \$615.00
- Purchase Rise Vision software to run Emergency alert system \$1,113.75
- Repair two parking lot lights \$576.60

I will keep a close eye on this program. The state is no longer going to support window 7 platform, so this has caused us to have to make some changes to our HVAC unit, since it is all computerized as well as some of our other computer programs that worked on Windows 7. At

	<p>this point, we have a quote for \$10,000 to move the system to a web-based system. However, a work-around costing \$800 has also been suggested. For now, we will go with the work-around knowing that we will have to move to a web-based system for a long-term solution.</p> <p>The Foundation purchased 14 computers to allow us to upgrade many of our computers on campus. We are asking the Foundation for 14 more computers. Many of our older machines simply do not have the memory and speed to run Windows 10 and require replacement.</p>
Maintenance and Facilities	<p>The cottage roof repair project through A&amp;E has been put on hold at this time. There was no additional funding available for this project. We had \$171,000 in carry forward that went to A&amp;E for this project. At this time, A&amp; E is looking at doing some repairs to temporarily fix the really bad leaking areas. We were hoping the estimate would come in under \$25,000. The estimate came in at \$31,000. We do not have the extra \$6000 so this repair work will be put out for bid. For a long-term solution, we will request funding to fix the Cottage roofs in the Long Range Building process in the next biennium.</p>
Foundation	<ul style="list-style-type: none"> <li>• The next Foundation meeting is January 13, 2020.</li> <li>• Grants have been submitted or in process to fund upgraded SmartBoard technology and Science Lab microscopes.</li> </ul>
Calendar Items	<ul style="list-style-type: none"> <li>• January 17, 2019: Travel Home</li> <li>• January 20, 2019: Travel Return – No School</li> <li>• February 3-6, 2020: CEC in Portland, OR</li> <li>• February 11, 2020: MFPE – Admin LMC Meeting</li> <li>• February 11, 2020: VI Outreach Meeting</li> <li>• February 14, 2020: Travel Home</li> <li>• February 17, 2020: Travel Return – No School</li> <li>• February 19, 2020: MTAP 30<sup>th</sup> Anniversary Celebration in Helena</li> <li>• February 20, 2020: BPE-MSDB Committee Phone call at 4pm</li> <li>• February 25-26, 2020: CEASD Education and Advocacy Summit in Washington DC</li> <li>• March 11-13, 2020: Flying Hands trip to Washington School for the Deaf</li> <li>• March 12, 2020: Travel Home</li> <li>• March 12-13, 2020: BPE Regular Meeting in Helena</li> <li>• March 15, 2020: Travel Return</li> <li>• March 24, 2020: End of 3<sup>rd</sup> Quarter</li> <li>• March 27-28, 2020: Visually Impaired Enrichment Weekend (VIEW)</li> <li>• March 29, 2020: Formal Dinner at 5pm</li> <li>• April 3, 2020: Travel Home – Spring Vacation</li> <li>• April 13, 2020: Travel Return – No School</li> <li>• April 16, 2020: BPE-MSDB Committee Phone call at 4pm</li> <li>• April 17-18, 2020: Deaf Enrichment Weekend (DEW)</li> <li>• April 21, 2020: Arbor Day / Spring Program</li> <li>• April 24, 2020: Expressions of Silence Spring Fundraiser</li> <li>• May 1-2, 2020: VI Games</li> <li>• May 7-8, 2020: BPE Regular Meeting at MSDB</li> <li>• May 8, 2020: Travel Home</li> <li>• May 11, 2020: Travel Return – School in Session</li> <li>• May 15, 2020: MSDB Prom</li> <li>• May 25, 2020: No School – Cottages open</li> <li>• May 29, 2020: MSDB Graduation at 2pm</li> <li>• June 4, 2020: Last day of school</li> <li>• June 5-6, 2020: Family Learning Weekend – Blind and Visually Impaired</li> <li>• June 12-13, 2020: Family Learning Weekend – Deaf and Hard of Hearing</li> <li>• June 18, 2020: BPE-MSDB Committee Phone call at 4pm</li> <li>• June 21-27, 2020: Deaf Camp</li> </ul>

<p><b><u>Action Item:</u></b> Supt. Leave</p>	<p><u>Vacation</u> Thursday, November 14, 2019 and Friday, November 15, 2019. (16 hours) Tuesday, January 7, 2020 to Friday, January 11, 2020. (24 hours)</p>
<p><b><u>Action Item:</u></b> Statutory Salary Increases</p>	<p><u>Per HB 175 Implementation Guidelines</u>  <i>“Governor Steve Bullock signed into law HB 175 on March 20, 2019, which states, ‘Effective on the first day of the first complete pay period that includes January 1, 2020, the base salary of each employee must be increased by 50 cents.’ These guidelines apply to all eligible employees defined in 2-18-101 (11) (a) and (b), MCA, who will receive an automatic pay adjustment.”</i></p> <p>Guideline #6 states:  <i>“Salary adjustments for employees in the Exempt Pay Plan (061), including elected and appointed officials defined in 2-18-103, MCA, and 2-18-104, MCA, must be authorized in writing by the approving authority.”</i></p> <p>We have several employees that fall under this Exempt Pay Plan (061) and we need the approving authority, in this case the Board of Public Education, ARM 10.51.104, to approve in writing those increases.</p>
<p><b><u>Action Item:</u></b> Policies</p>	<p><u>First Reading</u>  Policy Manual Introduction  1000 Legal Status and Operation  1100 Organization  1310 Adoption and Amendment of Policies  1401 Records Available to Public  1420 School Board Meeting Procedure  1441 Audience Participation  1521 Board-Superintendent Relationship  1610 Annual Goals and Objectives  1640 Board Participation in Activities</p>
<p><b><u>Action Item:</u></b> Out-of-State Travel Requests</p>	<p><i>These requests are incredibly important for us to remain current in our fields, to interact with our like-colleagues across the country, and to reward and celebrate student accomplishments.</i></p> <ul style="list-style-type: none"> <li>• Amy Tangen and Michelle Cross, VI Outreach, traveling for the <b>CSUN Assistive Technology</b> conference in Anaheim, CA from March 8-14, 2020. Approximate costs of \$4200 will be paid for by Texas Tech University.</li> <li>• Erin Barr and Miché Jarvey, VI Teachers, and up to five (5) students traveling for <b>NASA ROADS competition</b> to Seattle, WA on April 23-26, 2020. Airfare and accommodations for 5 students and 1 adult will be paid for by the University of Washington. Other expenses of approximately \$1500 paid for by the Foundation. <i>Winners of this competition will be invited to Cape Canaveral, FL for an actual rocket launch in September 2020. Some of those expenses will be covered by NASA.</i></li> <li>• Barbara Peterson traveling for <b>Orientation to Texas Tech University’s Project INVITE grant</b> in Lubbock, TX on April 24-27, 2020. All expenses paid for by Texas Tech University. See letter attached with Out of State Travel form.</li> <li>• Four (4) students and two (2) coaches traveling for the <b>Gallaudet University Academic Bowl National Competition</b> in Washington DC in April 2020. Participation in Nationals is dependent upon qualifying at the Regional Competition. Approximate costs of \$6500 paid for by Gallaudet University and the Foundation.</li> </ul>
<p><b><u>Action Item:</u></b> Human Resources</p>	<p><u>Hired</u>  Jacqueline Whaley – PE Teacher  Shane Lawrence – ASL Interpreter</p>

MONTANA SCHOOL FOR THE DEAF AND THE BLIND  
 APPROPRIATIONS - VS - EXPENDITURES  
 FISCAL YEAR 2020

AS OF: 12/10/19

YEAR TO DATE

	GENERAL FUND	STATE SPECIAL REVENUE	FEDERAL SPECIAL REVENUE	TOTAL	PERCENT YEAR TO DATE FY 2020 12/10/2019	PERCENT YEAR TO DATE FY 19 12/17/2018
ADMINISTRATION PROGRAM BUDGET (01)	610,249.00	3,296.00	0.00	613,545.00		
EXPENDITURES YEAR TO DATE	280,186.79	0.00	0.00	280,186.79	45.67%	41.54%
UNSPENT ALLOCATED BUDGET:	330,062.21	3,296.00	0.00	333,358.21	54.33%	58.46%
GENERAL SERVICES PROGRAM BUDGET (02)	635,145.00	0.00	0.00	635,145.00		
EXPENDITURES YEAR TO DATE	438,055.13	0.00	0.00	438,055.13	68.97%	54.02%
UNSPENT ALLOCATED BUDGET:	197,089.87	0.00	0.00	197,089.87	31.03%	45.98%
STUDENT SERVICES BUDGET (03)	1,641,753.00	0.00	34,328.00	1,676,081.00		
EXPENDITURES YEAR TO DATE	671,788.00		6,363.66	678,151.66	40.46%	35.57%
UNSPENT ALLOCATED BUDGET:	969,965.00	0.00	27,964.34	997,929.34	59.54%	64.43%
EDUCATIONAL PROGRAM BUDGET (04)	4,876,639.00	283,943.00	188,256.00	5,348,838.00		
EXPENDITURES YEAR TO DATE	1,993,727.58	48,572.76	1,059.56	2,043,359.90	38.20%	41.84%
UNSPENT ALLOCATED BUDGET:	2,882,911.42	235,370.24	187,196.44	3,305,478.10	61.80%	58.16%
ALLOCATED TOTALS:	7,763,786.00	287,239.00	222,584.00	8,273,609.00		
TOTAL EXPENDITURE TO DATE:	3,383,757.50	48,572.76	7,423.22	3,439,753.48	41.58%	41.18%
UNSPENT ALLOCATED BUDGET:	4,380,028.50	238,666.24	215,160.78	4,833,855.52	58.42%	58.82%

MONTANA SCHOOL FOR THE DEAF AND THE BLIND  
PHILOSOPHY, ROLE AND FUNCTION, VISION AND MISSION, VISION, BELIEF  
STATEMENT, AND GOALS PROGRAM MISSIONS

*“Education, Communication and Independence for Life”*—the belief statement of the Montana School for the Deaf and the Blind.

Role and Function

The Montana School for the Deaf and the Blind (MSDB) established in 1893, is mandated by the Legislature of Montana to provide educational services to hearing and visually impaired children, students who are deaf, hard of hearing, blind, visually impaired, or deafblind, ages 0 to through 21, whose impairment is such as to preclude their making normal progress in regular public schools and who require special education services and/or accommodations to access general education curriculum. The school operates under the authority of MCA 20-8-101 through 20-8-121. The State Board of Public Education is charged by statute with responsibilities for policy and governance of the school.

The role of the MSDB is to provide statewide resource services for sensory impaired children who are deaf, hard of hearing, blind, visually impaired, or deafblind. The functions of the school shall include:

1. Assessment, specialized educational instruction, and/or residential placements for deaf and blind children who are deaf, hard of hearing, blind, visually impaired, or deafblind whose hearing or sight is so defective that they cannot be successfully taught and are unable to receive a sufficient or proper education in the public schools of the state. and whose educational teams have determined they would benefit from By use of the specialized methods, materials and equipment MSDB will can provide, an education for the hearing impaired and visually impaired children of this state that is commensurate with the education provided to nonhandicapped children in the public schools and that will enable children being served by the school to become independent and self-sustaining citizens.
2. Consultative services, training and support to parents families of children with sensory impairments who are deaf, hard of hearing, blind, visually impaired, or deafblind not yet enrolled in an educational program.
3. Upon request, consultative services, training, and technical assistance to public schools of the state where sensory impaired children who are deaf, hard of hearing, blind, visually impaired, or deafblind are enrolled.
4. Information and referral services to other state agencies, organizations and individuals concerned with services to similarly impaired people who are deaf, hard of hearing, blind, visually impaired, or deafblind so as to provide sensory impaired our children with an appropriate comprehensive education.
5. Maintenance of a system for tracking a child children identified as hearing impaired or visually impaired deaf, hard of hearing, blind, visually impaired, or deafblind from the time of impairment identification through the child's exit from intervention or educational services.

## Philosophy

The philosophy of MSDB is to extend to all children with sensory impairments their rightful heritage—an educational program so planned, adapted, and conducted as to provide them the education and opportunity to take their rightful place in a democratic society. Fundamentally, the purpose of education for children with sensory impairments is to attain attitudes and understanding, skills and abilities, and knowledge which make it possible for them to become self-supporting, contributing members of society.

MSDB provides statewide resource services for sensory impairments to meet the psycho-socio-educational needs of children with sensory impairments. Hearing impairment and visual impairment are the most severe of all educational handicaps. Nevertheless, it is our belief that the hearing impaired child and the visually impaired child can overcome these handicaps sufficiently to compare favorably with hearing and sighted peers in intellectual, social and emotional development.

## Vision and Mission

The vision purpose of the Montana School for the Deaf and the Blind MSDB is to promote and maintain excellent and comprehensive provide free and appropriate educational and social-emotional growth opportunities for every to all Montana children who are deaf, hard-of-hearing, blind, visually-impaired, and deafblind so that they take their rightful place in a democratic society. low vision and deaf blind child in Montana which shall lead to the highest potential for adult life of independence and self-sufficiency; a meaningful personal, family and community life; and a useful, productive occupational life.

## Vision

As part of Montana's educational system, the Montana School for the Deaf and the Blind is committed to promote and provide free and appropriate educational opportunities statewide, for children who are deaf, hard of hearing, blind, low vision and deaf blind ages birth to twenty one. This comprehensive education ensures these children achieve their greatest potential for independence and success.

Our students will become independent and self-sufficient; engaging in a meaningful personal, family and community life; and enjoying a useful, productive occupational life to their highest potential.

## Belief Statement

All children can become life-long learners by experiencing a well-rounded education including sensory specific communication opportunities and tools to fully access the curriculum and their environment.

## Goals

Among the major objectives of the school are:

1. To ensure that parents of children with sensory impairments have access to parent services inclusive of information, referral, counseling to help the family adjust to the

- handicapping condition of hearing impairment or visual impairment and to assist them as they participate in the educational planning and programming for their child.
2. To ensure that preschool children with sensory impairments have access to early educational intervention services in the home in efforts to minimize the educational delay common to the handicapping condition of deafness and blindness.
  3. To ensure that school-age children with sensory impairments have access to specialized educational direct services germane to the child's handicapping condition inclusive of language acquisition, speech development, when appropriate orientation and mobility or sign language skills, and maximum use of residual hearing and residual vision.
  4. To ensure that early intervention service providers, public school personnel, other state agencies, organizations and individuals concerned with the education of sensory impaired children, have access to consultative services, training, and technical assistance which will support them in providing appropriate educational services to these children.
  5. To ensure that children with sensory impairments have access to a comprehensive educational program which includes an instructional program ranging from preschool to twelfth grade, extra-curricular activities, social education program, athletics, vocational education, and supportive services comparable to that of educational opportunities generally afforded to non-handicapped children.
  6. To ensure that children with sensory impairments have access to vocational education and vocational training which will enable the student to make a choice in both a vocation and a path for post secondary training and to develop marketable skills for employment.
  7. To ensure that children with sensory impairments have access to residential facilities inclusive of child care services, health services, recreational services, and social education, which includes training in social adjustment and self concept development.

#### Program Missions

Administration – Oversees the MSDB ecosystem.

Business Office – Ensures good financial stewardship of state resources.

Education – Inspires student potential in academic, social-emotional, and life skills learning.

Maintenance – Maintains facilities in good working order and esthetically pleasing.

Outreach – Consults with students, families, public school, and other stakeholders statewide.

Student Life – Provides a safe, happy, and healthy home away from home.

Goals for each program are developed and monitored annually by administrators through conversations with the Board of Public Education and stakeholders as well as through the Strategic Planning processes. Annual agency goals are posted on the MSDB website at [www.msdb.mt.gov](http://www.msdb.mt.gov)

**MSDB**  
**THE BOARD OF TRUSTEES PUBLIC EDUCATION**

Legal Status and Operation 1000

The Montana School for the Deaf and the Blind (MSDB) is under the general supervision, direction, and control of the Montana Board of Trustees-Public Education. ~~the Montana School for the Deaf and the Blind~~ The Montana Board of Public Education is the governmental entity established by the State of Montana to plan and direct all aspects of the School's operations, to the end that students shall have ample opportunity to achieve their individual and collective learning needs.

The policies of the Board define the organization of the Board and the manner of conducting its official business. The Board's operating policies are those that the Board adopts from time to time to facilitate the performance of its responsibilities.

Legal Reference:	<u>§ 20-8-101, MCA</u>	<u>Montana School for Deaf and Blind – State Supported Special School</u>
	<u>§ 20-3-323, MCA</u>	<u>District policy and record of acts</u>
	<u>ARM 10.55.701</u>	<u>Board of Trustees</u>

Policy History:

Adopted on: 11-04-2005

Revised on: 11-14-2014

Revised on: 03-12-2020



**MSDB  
THE BOARD OF TRUSTEES PUBLIC EDUCATION**

Adoption and Amendment of Policies 1310

Proposed new policies and proposed changes in existing policies shall be presented in writing for reading and discussion at a regular Board meeting. Interested parties may submit views, present data or arguments, orally or in writing, in support of or in opposition to proposed policy. Any written statement by a person, relative to a proposed policy or amendment, should be directed to the Superintendent prior to the second (2<sup>nd</sup>) reading. The final vote for adoption shall take place not earlier than at the second (2<sup>nd</sup>) reading of the particular policy.

All new or amended policies shall become effective upon adoption, unless a specific effective date is provided in the motion for adoption.

Policies, as adopted or amended, shall be made a part of the minutes of the meeting at which action was taken and shall also be included in the School's policy manual. Policies of the School shall be reviewed annually by the Superintendent.

Policy Manuals

The Superintendent shall develop and maintain a current policy manual which contains the policies of the School. Each administrator, as well as staff, students, and ~~parents~~ families, shall have ready access to the manual. All printed policy manuals distributed to anyone shall remain the property of the School and shall be subject to recall at any time.

Suspension of Policies

Under circumstances which require a waiver of a policy, the policy may be suspended by a majority vote of the Board of Public Education members present. In order to suspend a policy, all ~~trustees~~ Board members must have received written notice of the meeting, which included a proposal to suspend the policies and an explanation of the purpose of such proposed suspension. If such a proposal is not made in writing in advance of the meeting, the policies may only be suspended by a unanimous vote of all ~~trustees~~ Board members present.

Legal References: § 20-3-323, MCA  
10.55.701, ARM

District policy and record of acts  
Board of Trustees

Policy History:

Adopted on: 11-04-2005

Revised on: 3-12-2020

**MSDB**  
**THE BOARD OF TRUSTEES PUBLIC EDUCATION**

Records Available to Public 1401

All School's records, including the record of the accounting of school funds and except those restricted by state and federal law, shall be available to citizens for inspection at the Business office. Financial overviews are provided in the MSDB Board report during each regular Board meeting.

~~In accordance with § 20-9-213 (1), MCA, the record of the accounting of school funds shall be open to public inspection at any meeting of the trustees.~~ A fee may be charged for any copies requested. Copies will be available within a reasonable amount of time following the request.

Fees will be charged as follows:

- a) Copy of Board minutes or other materials - 15¢ per page
- b) Time spent researching a copy project will be charged at the employee's hourly rate of pay.

Legal Reference: § 20-3-323, MCA District policy and record of acts

Policy History:

Adopted on: 11-04-2005

Revised on: 3-12-2020

**MSDB**  
**THE BOARD OF TRUSTEES PUBLIC EDUCATION**

School Board Meeting Procedure 1420

Regular Board of Public Education Meetings

Regular meetings of the Board of Public Education meetings are held during the months of January, March, May, July, September, and November. For each meeting, the MSDB Superintendent prepares a report by the established deadlines composed of information from all areas of the School. The Superintendent attends the meeting for the portion of the MSDB report and summarizes parts of the report. Action items take place at these regular Board meetings. MSDB administrators, staff, students, and family may be part of the MSDB report and are always welcome to participate adhering to Board protocol for public comment.

BPE-MSDB Committee Meetings

During the months of February, April, June, August, October, and December, the Board MSDB Committee meets by videoconferencing or phone to review and discuss items on the agenda for the following regular Board meeting.

Agenda

The agenda for any Montana School for the Deaf and the Blind (MSDB) Committee of the Board of Public Education meeting shall be prepared by the Superintendent. Items submitted by Board members to the Superintendent shall be placed on the agenda. Citizens may also suggest inclusions on the agenda. Such suggestions must be received by the Superintendent at least 15 days before the MSDB Committee meeting, unless of immediate importance. Individuals who wish to be placed on the meeting agenda must also notify the Superintendent, in writing, of the request. The request must include the reason for the appearance. If the reason for the appearance is a complaint against any School employee, the individual filing the complaint must demonstrate the Uniform Grievance Procedure step process has been followed. Citizens wishing to make brief comments about school programs or procedures or items on the agenda need not request placement on the agenda, and may ask for recognition by the Committee Chairman at the appropriate time.

The agenda must also include a “public comment” item in order to allow members of the general public to comment on any public matter under the jurisdiction of the School that is not specifically listed on the agenda, except that no member of the public will be allowed to comment on contested cases, other adjudicative proceedings, or personnel matters. The MSDB Committee Chairman may place reasonable time limits on any “public comment” item in order to maintain and ensure effective and efficient operations of the MSDB Committee. The School shall not take any action on any matter discussed, unless the matter is specifically noticed on the agenda, and the public has been allowed the opportunity to comment.

Upon consent of the majority of the members present, the order of business at any meeting may be changed. Copies of the agenda for the current MSDB Committee meeting, minutes of the previous MSDB Committee meeting, and relevant supplementary information will be prepared and distributed to each MSDB Committee member at least forty-eight (48) hours in advance of

the MSDB Committee meeting, and will be available to any interested citizen at the Superintendent's office twenty-four (24) hours prior to the MSDB Committee meeting. An agenda for other types of MSDB Committee meetings will be prepared if the circumstances necessitate an agenda.

### Minutes

Staff shall keep written minutes of all open MSDB Committee meetings.

The minutes shall include:

- The date, time, and place of the meeting
- The presiding officer
- MSDB Committee members recorded as absent or present
- A summary of discussion on all matters discussed (including those matters discussed during the "public comment" section), proposed, deliberated, or decided, and a record of any votes taken
- Time of adjournment

When issues are discussed that may require a detailed record, the MSDB Committee Chairperson may direct the staff to record the discussion verbatim. Any verbatim record may be destroyed after the minutes have been approved, pursuant to § 20-1-212, MCA.

Unofficial agendas or minutes shall be delivered to Board members in advance of the next regularly scheduled meeting of the MSDB Committee. Minutes need not be read publicly, provided that MSDB Committee members have had an opportunity to review them before adoption. A file of permanent agendas or minutes of MSDB Committee meetings shall be maintained in the Business office, to be made available for inspection upon the request. A written copy shall be made available within five (5) working days following approval by the MSDB Committee.

### System Changes

This system of regular Board meetings and off-month videoconferencing/phone meetings is subject to change based on Board needs and request.

Cross Reference: 1441 Audience Participation

Legal Reference:	§ 2-3-103, MCA	Public participation - governor to ensure guidelines
	§ 2-3-212, MCA	Minutes of meetings – public inspection
	§ 20-1-212, MCA	Destruction of records by school officer
	§ 20-3-323, MCA	School District policy and record of acts

### Policy History:

Adopted on: 11-04-2005

Revised on: 3-12-2020

**MSDB  
THE BOARD OF TRUSTEES PUBLIC EDUCATION**

Audience Participation 1441

The Board recognizes the value of public comment on educational issues and the importance of involving members of the public in its meetings. The Board also recognizes the public's statutory and constitutional rights to participate in governmental operations. In order to permit fair and orderly expression of such comment, the Board will permit public participation through oral or written comments during the "public comment" section of the Board agenda and prior to a final decision on a matter of significant interest to the public. The Chairperson~~man~~ may control such comment to ensure an orderly progression of the meeting.

Individuals wishing to be heard by the Chairperson~~man~~ shall first be recognized by the Chairperson~~man~~. Individuals, after identifying themselves, will proceed to make comments as briefly as the subject permits. The Chairperson~~man~~ may interrupt or terminate an individual's statement when appropriate, including when statements are out of order, too lengthy, personally directed, abusive, obscene, or irrelevant. The Board as a whole shall have the final decision in determining the appropriateness of all such rulings. **~~It is important for all participants to remember that Board meetings are held in public, but are not public meetings. Members of the public shall be recognized and allowed input during the meeting, at the discretion of the Chairman.~~**

Cross Reference: 1420 School Board Meeting Procedure

Legal Reference: Article II, Section 8, Montana Constitution – Right of participation  
Article II, Section 10, Montana Constitution – Right of Privacy  
§§ 2-3-101, et seq., MCA Right of participation

Policy History:

Adopted on: 11-04-2005

Revised on: 3-12-2020

**MSDB**  
**THE BOARD OF TRUSTEES PUBLIC EDUCATION**

Board-Superintendent Relationship 1521

The Board-Superintendent relationship is based on mutual respect for their complementary roles. The relationship requires clear communication of expectations regarding the duties and responsibilities of both the Board and the Superintendent.

The Board hires, evaluates, and seeks the recommendations of the Superintendent as the School chief executive officer. The Board adopts policies necessary to provide the general direction for the School and to encourage achievement of School goals. The Superintendent develops plans, programs, and procedures needed to implement the policies and directs the School's day-to-day operations.

Cross Reference: 6110 Superintendent

Legal Reference: 10.55.701, ARM Board of Trustees

Policy History:

Adopted on: 11-04-2005

Revised on: 11-14-2014

Revised on: 3-12-2020

**MSDB**  
**THE BOARD OF TRUSTEES PUBLIC EDUCATION**

Annual Goals and Objectives 1610

Each year, the Board will formulate annual objectives for the School and have available a written comprehensive philosophy of education with goals, which reflect the School's philosophy of education. The philosophy of education and goals shall be in writing and shall be available to the staff and to the public.

At the conclusion of the year, the Superintendent shall submit a report to the Board, which shall reflect the degree to which the annual objectives have been accomplished.

Legal Reference: 10.55.701, ARM Board of Trustees

Policy History:

Adopted on: 11-04-2005

Revised on: 3-12-2020

**MSDB**  
**THE BOARD OF TRUSTEES PUBLIC EDUCATION**

Board Participation in Activities 1640

Members of the Board, collectively and individually, are encouraged to attend school activities, social functions, and instructional programs, in order to view and observe such functions in operation. Attendance at such programs as musical presentations, speech activities, clubs, dramatic productions, and athletic events, indicates interest in school affairs and provides opportunity for more comprehensive understanding of the total school program. Administration will provide appropriate communications to ~~trustees~~ Board members to keep them informed about activities they may wish to attend.

Legal Reference: 10.55.701, ARM Board of Trustees

Policy History:

Adopted on: 11-04-2005

Revised on: 11-14-2014

Revised on: 3-12-2020

**SUBMITTED**

12/20/2019

STATE OF MONTANA

**REQUEST AND JUSTIFICATION  
FOR OUT-OF-STATE TRAVEL**

<b>1) Agency Number/Name</b> Montana School for the Deaf and the Blind		<b>2) Division</b> Outreach	
<b>3) Org Number</b> MSDB	<b>4) Name of Person(s) Traveling/Employee ID#</b> Amy Tangen and Michelle Cross		

**5) Justification**

Amy Tangen and Michelle Cross would like to attend the CSUN Assistive Technology Conference in Anaheim, CA from March 9-13, 2020.

All expenses would be paid for by Texas Tech University.

**6) Itinerary**

**Destination:** Anaheim, CA

**Travel Dates:** March 8-14, 2020 (including 2 days of travel)

**7) Estimated Costs**

Transportation \$ 600 x 2	Meals \$ 50 x 2 x 7	Lodging \$ 181 x 6	Other \$ 550 x 2
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Total estimated cost \$ 4200

Provide details to support estimated costs:

(Example: registration, taxi, etc. Provide Hotel Name and Phone Number if your Agency requires this information)

Approximately \$4200 paid for by Texas Tech University.

<b>8) Submitted By</b>	<b>Title</b>	<b>Date</b>
<i>Donna E Sorensen</i>	MSDB Superintendent	12/17/2019

**Approval of Authorized Agency Personnel per Department Policy**

Supervisor	Date	Administrator	Date
Dept. Head/Designee	Date		

**NOTE: A travel expense voucher form must be filed within three months after incurring the travel expenses, otherwise the right to reimbursement will be waived.**

**SUBMITTED**

12/20/2019

STATE OF MONTANA

**REQUEST AND JUSTIFICATION  
FOR OUT-OF-STATE TRAVEL**

<b>1) Agency Number/Name</b> Montana School for the Deaf and the Blind		<b>2) Division</b> Education	
<b>3) Org Number</b> MSDB	<b>4) Name of Person(s) Traveling/Employee ID#</b> 2 teachers and up to 5 students		

**5) Justification**

The VI Department would like to compete in a NASA STEM competition. They asked to compete with other Montana Schools in Helena. They were referred to the University of Washington competition with other schools for the blind!

Two staff (Erin Barr and Miche Jarvey) and up to 5 students attending the NASA ROADS competition in Seattle, WA on April 23-26, 2020. The University of Washington pays for airfare and 2 nights of accommodations for 5 students and 1 adult.

Winners of this competition will be invited to Cape Canaveral, FL to attend an actual rocket launch. Some of these costs will be paid by NASA.

**6) Itinerary**

**Destination:** Seattle, WA

**Travel Dates:** April 23-26, 2020

**7) Estimated Costs**

Transportation \$ 600	Meals \$ 50 x 4	Lodging \$ 480	Other \$ 100
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Total estimated cost \$ 1500

Provide details to support estimated costs:

(Example: registration, taxi, etc. Provide Hotel Name and Phone Number if your Agency requires this information)

Approximately \$1500 paid for by the Foundation. University of Washington covers airfare and accommodations for 5 students and 1 adult.

<b>8) Submitted By</b>	<b>Title</b>	<b>Date</b>
<i>Donna E Sorensen</i>	MSDB Superintendent	12/17/2019

**Approval of Authorized Agency Personnel per Department Policy**

Supervisor	Date	Administrator	Date
Dept. Head/Designee	Date		

**NOTE: A travel expense voucher form must be filed within three months after incurring the travel expenses, otherwise the right to reimbursement will be waived.**

**SUBMITTED**

12/20/2019

STATE OF MONTANA

**REQUEST AND JUSTIFICATION  
FOR OUT-OF-STATE TRAVEL**

<b>1) Agency Number/Name</b> Montana School for the Deaf and the Blind		<b>2) Division</b> Outreach	
<b>3) Org Number</b> MSDB	<b>4) Name of Person(s) Traveling/Employee ID#</b> Barbara Peterson		

**5) Justification**

Barbara Peterson is requesting to travel to Lubbock, TX to continue working with Texas Tech University (TTU) for an orientation seminar for the new Project INVITE (Interdisciplinary Neurological Visual Impairment Teaching Experts) grant initiative award. Barbara is our collaborative partner with TTU in their grant awards to so many of the professionals in our state.

This travel would happen in April. All costs paid for by TTU.

See attached letter.

**6) Itinerary**

**Destination:** Lubbock, TX

**Travel Dates:** April 24-27, 2020

**7) Estimated Costs**

Transportation \$ 450	Meals \$ 50 x 4	Lodging \$ 96 x 3	Other \$
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Total estimated cost \$ 6500

Provide details to support estimated costs:

(Example: registration, taxi, etc. Provide Hotel Name and Phone Number if your Agency requires this information)

Approximately \$1100 paid for by Texas Tech University.

<b>8) Submitted By</b>	<b>Title</b>	<b>Date</b>
<i>Donna E Sorensen</i>	MSDB Superintendent	12/16/2019

**Approval of Authorized Agency Personnel per Department Policy**

Supervisor	Date	Administrator	Date
Dept. Head/Designee	Date		

**NOTE: A travel expense voucher form must be filed within three months after incurring the travel expenses, otherwise the right to reimbursement will be waived.**

SUBMITTED

12/20/2019

From the Office of Barbara A. Peterson, Outreach Vision Consultant, Montana School for the Deaf and the Blind, 406 544-7537 [bpeterson@msdb.mt.gov](mailto:bpeterson@msdb.mt.gov)

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November 18, 2019

Dear Board of Public Education:

I am requesting leave in April 2020 to attend an orientation seminar for the new Project INVITE (Interdisciplinary Neurological Visual Impairment Teaching Experts) grant initiative awarded to Texas Tech University in Lubbock, Texas. This grant will fund training for 30 professionals across four states (Wyoming, Idaho, Texas and Montana) who serve students in rural, remote and high need areas.

In Montana, I serve as the Collaborative Partner to Texas Tech for this grant for our state. As the Collaborative Partner for Montana, I am required to attend the orientation seminar. Texas Tech will be paying for all travel expenses and lodging accommodations.

The Project INVITE grant will offer master's level training to selected participants in our state who will be trained as Teachers of the Visually Impaired (TVI) or Certified Orientation & Mobility Specialists (COMS). As you are aware, there is a national shortage of trained teachers and Montana has been fortunate to be able to partner with Texas Tech to prepare our very specialized teachers.

Following are the times that I am requesting leave to attend the orientation:

Friday April 24, 2020 – travel to Lubbock

Monday, April 27, 2020 – return travel to Montana

Thank you for your time and consideration of my request. I look forward to hearing from you. Please feel free to contact me if you have any further questions.

Sincerely,

Barbara A. Peterson, M.A.Ed TVI/COMS  
Outreach Vision Consultant  
Montana School for the Deaf and the Blind  
406 544-7537  
[bpeterson@msdb.mt.gov](mailto:bpeterson@msdb.mt.gov)

**SUBMITTED**

12/20/2019

STATE OF MONTANA

**REQUEST AND JUSTIFICATION  
FOR OUT-OF-STATE TRAVEL**

<b>1) Agency Number/Name</b> Montana School for the Deaf and the Blind		<b>2) Division</b> Education	
<b>3) Org Number</b> MSDB	<b>4) Name of Person(s) Traveling/Employee ID#</b> Four (4) students and two (2) coaches		

**5) Justification**

Gallaudet University Academic Bowl National Competition will be held April 2020 at Gallaudet University in Washington DC.

The Academic Bowl team are ambassadors for MSDB. The Academic Bowl for Deaf and Hard of Hearing High School students was established with the goal of fostering the pursuit of academic excellence, promoting a spirit of academic competition and sportsmanship, and providing social opportunities for the development of collegiality and lifelong friendships.

This trip is contingent upon qualifying at the Western Regional Competition in Hawaii in February.

**6) Itinerary**

**Destination:** Washington DC

**Travel Dates:** April 2020

**7) Estimated Costs**

Transportation \$ 650 x 6	Meals \$	Lodging \$ 256 x 3 x 3	Other \$
Total estimated cost \$ 6500			

Provide details to support estimated costs:  
(Example: registration, taxi, etc. Provide Hotel Name and Phone Number if your Agency requires this information)

Approximately \$6500 paid for by MSDB Foundation and Gallaudet University. This trip is contingent upon qualifying at the Western Regional Competition in February.

<b>8) Submitted By</b>	<b>Title</b>	<b>Date</b>
<i>Donna E Sorensen</i>	MSDB Superintendent	12/16/2019

**Approval of Authorized Agency Personnel per Department Policy**

Supervisor	Date	Administrator	Date
Dept. Head/Designee	Date		

**NOTE: A travel expense voucher form must be filed within three months after incurring the travel expenses, otherwise the right to reimbursement will be waived.**



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**State Human Resources Division**

Steve Bullock, Governor  
John Lewis, Director

**DATE:** November 26, 2019

**TO:** Department Human Resources and Payroll Staff

**FROM:** Anjette Schafer, Administrator, State Human Resources Division

**SUBJECT:** HB 175 Implementation Guidelines

Governor Steve Bullock signed into law HB 175 on March 20, 2019, which states, "Effective on the first day of the first complete pay period that includes January 1, 2020, the base salary of each employee must be increased by 50 cents." These guidelines apply to all eligible employees defined in 2-18-101 (11) (a) and (b), MCA, who will receive an automatic pay adjustment.

**HB 175 Guidelines**

1. Executive Branch employees who are actively employed on December 21, 2019, will receive a 50-cent-per-hour base-salary increase beginning with the January 3, 2020, pay period.
2. This increase will be reflected on the January 15, 2020, paycheck.
3. Temporary and seasonal employees will receive increases. Short-term workers and student interns will not receive the increase. To ensure accurate processing, short-term workers and student interns must be assigned to job code 000956 or 000957, respectively.
4. Collective Bargaining Agreements (CBAs) must be ratified prior to December 20, 2019, to have union employees be included in the automatic pay adjustment.
5. Legislative and Judicial Branch employees are not covered under these guidelines. Please contact Central Payroll if your Legislative or Judicial branch chooses to implement an across-the-board increase.
6. Salary adjustments for employees in the Exempt Pay Plan (061), including elected and appointed officials defined in 2-18-103, MCA, and 2-18-104, MCA, must be authorized in writing by the approving authority. For assistance with entering the Exempt Pay Plan (061) increases into SABHRS HR, please contact [sabh@mt.gov](mailto:sabh@mt.gov) or 406-444-7667.

The SABHRS HR process to implement the increase will be initiated the morning of January 2, 2020, and will be reflected on employee's job record using the action code of "Pay Rate Change" and the reason code of "Statutory Appropriations Adj."

Agencies planning to provide pay adjustments in addition to the statutory increase must wait until January 6, 2020, to create the new pay row in SABHRS HR. **Any increases given by your agency that do not meet the guidelines of the statutory raise should not be coded as "Statutory Appropriations Adj."** You must use the correct reason code (see [Action Reason Code Catalog](#)).

If you have questions regarding the guidelines for this statutory increase, please contact the Central Payroll Help Desk at [payroll@mt.gov](mailto:payroll@mt.gov) or 406-444-2962.

<b>Position</b>	<b>Job Code</b>	<b>Job Title</b>	<b>New Updated Job Titles (in progress)</b>	<b>Sal Plan</b>
51300001	000091	Board of Education - Admin	Superintendent	061
51300002	000091	Board of Education - Admin	Business Manager	061
51300302	000091	Board of Education - Admin	Teacher of the Blind - MSDB	061
51300310	000932	Teacher - MSDB	Teacher of the Deaf - MSDB	061
51300311	000932	Teacher - MSDB	Supervising Teacher - MSDB	061
51300312	000932	Teacher - MSDB	Occupational Therapist - MSDB	061
51300313	000932	Teacher - MSDB	Teacher of the Deaf - MSDB	061
51300315	000932	Teacher - MSDB	Teacher of the Deaf - MSDB	061
51300316	000932	Teacher - MSDB	Teacher of the Deaf - MSDB	061
51300318	000932	Teacher - MSDB	Teacher of the Deaf - MSDB	061
51300319	000932	Teacher - MSDB	Teacher of the Deaf - MSDB	061
51300321	000932	Teacher - MSDB	Outreach Consultant - MSDB	061
51300323	000092	Board of Education - Prof	Outreach Consultant - MSDB	061
51300324	000932	Teacher - MSDB	Outreach Consultant - MSDB	061
51300325	000932	Teacher - MSDB	Teacher of the Blind - MSDB	061
51300326	000932	Teacher - MSDB	Teacher of the Deaf - MSDB	061
51300327	000932	Teacher - MSDB	Director of Outreach - MSDB	061
51300329	000932	Teacher - MSDB	Teacher of the Blind - MSDB	061
51300330	000932	Teacher - MSDB	Teacher of the Deaf - MSDB	061
51300331	000932	Teacher - MSDB	Teacher of the Deaf - MSDB	061
51300332	000932	Teacher - MSDB	Teacher of the Deaf - MSDB	061
51300350	000092	Board of Education - Prof	Teacher of the Blind - MSDB	061
51300353	000932	Teacher - MSDB	Teacher of the Blind - MSDB	061
51300360	000932	Teacher - MSDB	Counselor - MSDB	061
51300382	000932	Teacher - MSDB	ASL Specialist - MSDB	061
51300390	000932	Teacher - MSDB	Orientation & Mobility Specialist - MSDB	061
51300400	000091	Board of Education - Admin	Cottage Life Director - MSDB	061
51300401	000092	Board of Education - Prof	Director of Nursing - MSDB	061
51300412	000092	Board of Education - Prof	Counselor - MSDB	061
51303101	000932	Teacher - MSDB	Counselor - MSDB	061
51303107	000092	Board of Education - Prof	Outreach Consultant - MSDB	061
51303108	000932	Teacher - MSDB	Outreach Consultant - MSDB	061





**ACTION**

**ITEM 19**

**ACTION ON SUPERINTENDENT CONTRACT**  
**EXTENSION**

**Dr. Darlene Schottle**

# FUTURE AGENDA ITEMS

**March 13-14, 2020 – Helena, MT**

*Transportation Update*

*MACIE Update*

*Assessment Update*

*Annual School Food Services Report*

*Federal Update*

*Accreditation Report*

Initial Presentation of MSDB School Calendar