

BOARD OF PUBLIC EDUCATION
MEETING MINUTES

November 13 & 14, 2003

**Higher Education Complex
Conference Room 102 A & B
2500 Broadway
Helena, MT 59620**

Chairperson Miller called the meeting to order at 8:30 a.m. on Thursday, November 13, 2003.

Board members present were: Kirk Miller, Chairperson; Diane Fladmo, Vice Chairperson; Storrs Bishop, John Fuller, Randy Morris, Patty Myers and Erik Engellant. Ms. Silverthorne was absent from the meeting. Ex-Officio members present were Superintendent McCulloch and Commissioner Sheila Stearns. Governor Judy Martz was absent. Staff present was Steve Meloy, Executive Secretary, BPE; Peter Donovan, Administrative Officer, CSPAC; and Suzan Hopkins, Administrative Assistant, BPE. Those in attendance included: Spencer Sartorius, OPI; Nancy Coopersmith, OPI; Erik Burke, MEA-MFT; Bob Vogel, MTSBA; Linda Vrooman-Peterson, OPI; Lynne Scalia, ; Madalyn Quinlan, OPI; Kris Goss, Governor's Office; Connie Erickson, LSS; Nicholas Vrooman, OCHE; Matt Bugni, OBPP; Al McMilin, OPI; Carol Gneckow, OPI; Lynne Scalia, North Central MASS; Karen Richem, OPI; Robert MacDonald, MSU-NPTT; and Cathy Warhank, OPI.

CALL TO ORDER

Ms. Fladmo led the board members in the pledge of allegiance. Dr. Miller read the Statement of Public Participation and welcomed visitors in the audience.

MOTION: Ms. Fladmo moved to adopt the agenda as presented. Mr. Bishop seconded the motion and the motion unanimously carried.

CONSENT AGENDA

Mr. Bishop stated that the budget is in excellent order with 25% elapsed. There were no questions or comments regarding the financials or the minutes from the September 2003 board meeting.

MOTION: Mr. Bishop moved to adopt the consent agenda as presented. Mr. Fuller seconded the motion and the motion unanimously carried.

***** Items appear in the order in which they were addressed during the meeting. *****

ITEM 1 CHAIRPERSON'S REPORT

Dr. Miller presented a document to the School Renewal Commission, on behalf of the board, which poses the question to be considered: "What is the definition of a basic system of free, quality public elementary and secondary education in Montana". Dr. Miller also stated that the Accreditation Standards are the basis upon which a quality education can be built. He stated

that he would leave the rest of the School Renewal Commission update up to Lieutenant Governor Ohs and his report.

Other highlights from Dr. Miller's report included:

- ✓ 9/19/03-Contact with Kris Goss to review the procedures of the School Renewal Commission in preparation for the next Commission meeting on September 29.
- ✓ 10/9/03-Renewal Commission conference call to discuss the agenda for the upcoming October 13 Renewal Commission meeting.
- ✓ 10/15-10/17/03-Attended MCEL. On 10/16/03, presented with Mr. Meloy a sectional on the Key Issues from the BPE Perspective, including the Board's role in the genesis of the Renewal Commission.
- ✓ 10/28/03-Planning for November 3, 2003 Renewal Commission meeting. Discussion with Lt. Governor Ohs regarding the Commission and the upcoming agenda.

Dr. Miller reminded the members to fill out their appearance sheets and hand them in to the secretary to be included in the minutes.

BOARD MEMBER APPEARANCES

Patty Myers

9/15/03 MT Teacher Forum
9/23/03 PEPPS Meeting-Helena
9/30/03 Special Purpose Schools Meeting-Helena
10/3/03 CSPAC Meeting-Missoula
10/10/03 E-Learning Committee Meeting-Helena
10/16/03 MT Teacher of the Year Reception
" Reception-School of Education-MSDB
10/17/03 MEA-MFT Educator's Conference
10/20/03 Dedication of Library-MSDB

Storrs Bishop

9/30/03 Special Purpose Schools

Kirk Miller

9/22-9/23/03- Attended Education of American Indian Students Symposium in Billings.
9/29/03-Presided over School Renewal Commission meeting
10/13/03-School Renewal Comm.
10/15-10/17/03-Attended MCEL
11/3/03-School Renewal Comm.

ITEM 2 EXECUTIVE SECRETARY'S REPORT

Mr. Meloy explained to the board members an inquiry that Mr. Bishop had regarding the School Renewal Commission budget. The budget includes the Renewal Commission monies rolled into the Board budget because it was assigned directly to the Board of Public Education and because it is General Fund money.

Mr. Meloy stated that he and Ms. Hopkins would staff the Policy and Evaluation Committee. The Budget Committee will be staffed by representatives from the Budget Office. Rene' Dubay, Educational Talent Search Director and Roger Barber, Interim Deputy Commissioner, will staff the P-20 Committee. The Indian Education for All Committee will be staffed by Lynn Hinch from OPI.

A few of the other items Mr. Meloy mentioned during his report included:

- Attended joint CSPAC and Council of Deans meeting in Missoula
- Attended Teacher of the Year Ceremonies (along with Ms. Myers and Mr. Donovan)
- Met with SAELP group on phase II of the project
- Attended September 22 Ed Forum Meeting
- Attended all of the School Renewal Commission meetings
- Attended Montana Teachers Forum
- Attended Regents staff meeting

Mr. Meloy introduced Katherine Orr, who will be taking Ms. Kradolfer's position as the

Agency Legal Services representative for the board. Ms. Orr gave a brief summary of her experience and urged the members to contact her at any time if they have any questions or concerns.

ITEM 3 CSPAC REPORT

Mr. Donovan presented in his report the CSPAC newsletter, which included a calendar of upcoming meetings for 2003-2004. He pointed out that the next meeting would be January 29-30, 2004 in Helena. In addition, a joint meeting of CSPAC and BPE will be held on March 11, 2004, also in Helena. The Montana Commission on Teaching will meet on November 19, 2003. He also mentioned his meeting with the Council of Deans in Missoula. It was the first time that CSPAC has met with the Council and Mr. Donovan reported that it was very productive. There was a lengthy conversation about Teacher Preparation issues as well as Assessment issues. Ms. Myers also attended a portion of this meeting.

ITEM 4 STATE SUPERINTENDENT'S REPORT

Superintendent McCulloch reported that the Directory of Montana Schools is available at \$11.50 each or online at <http://www.opi.state.mt.us/Directory/>.

She also mentioned the Lewis and Clark Bicentennial web page. The contacts at the Office of Public Instruction who can offer more information regarding this web page are Jan Lombard, Education Projects at jlombardi@state.mt.us or Janet Andrews, Internet Services, at jandrew@state.mt.us.

Other highlights of the Superintendent's report were:

- ✓ Two Montana Schools recognized as Blue Ribbon Schools, one was Twin Bridges High School and the other was Plentywood 7-8.
- ✓ Montana School Law Books for 2003 are available for \$10 by filling out the order form located at:
<http://www.opi.state.mt.us/pdf/legaldivision/schoollaworderform.pdf>.
- ✓ Yellow School Bus Tour-visited Glendive, Sidney, Poplar and Glasgow School Districts
- ✓ Read to students at Rossiter Elementary School in Helena
- ✓ Met with higher education leaders Sheila Stearns, Commissioner of Higher Education and Paul Rowland, Dean of the School of Education at the University of Montana
- ✓ Met with superintendent of Seeley Lake Elementary and a Fulbright Scholar, who was hosted by the school district
- ✓ Was a guest on "Berg in the Morning," a statewide radio show
- ✓ Awarded honorary high school diplomas to 3 veterans at a graduation ceremony at the Eastern Montana Veterans' Home in Glendive

ITEM 5 COMMISSIONER OF HIGHER EDUCATION REPORT

Commissioner Stearns distributed a report she is sharing with the Regents regarding the Higher Education Act (HEA) Reauthorization. In this report it states that The Journal of New England Board of Higher Education refers to the "Federal Triangle", which consists of "access", "affordability", and "accountability". Also included in Commissioner Stearns' report was a list of "Important Financial Aid Facts", some of which are highlighted below:

- ◆ 60% of Montana students apply for financial aid
- ◆ 33% of Montana students are eligible for a PELL Grant
- ◆ 14% of Montana students have family incomes of \$13,000 or less
- ◆ Average cost of education at Montana public colleges is \$13,000.

ITEM 7 STUDENT REPRESENTATIVE REPORT

Mr. Engellant presented a list of his appearances since the last board meeting. He attended the MASC (Montana Association of Student Councils) conference and two of the School Renewal Commission meetings; one on September 29 and the other on October 13. He also distributed a copy of his student survey.

ITEM 6 GOVERNOR'S OFFICE REPORT

Lieutenant Governor Ohs and Kris Goss presented key issues that have been addressed in the Governor's Office since the last board meeting.

The primary topic of the discussion was the update on the activities of the School Renewal Commission. The Lt. Governor reiterated what Dr. Miller had mentioned earlier regarding the fact that the Accreditation Standards are the foundation for a quality education. Now, they are working on the definition of a "quality education", ways to fund a quality education, along with some of the Governor's issues.

The private fund-raising drive has generated approximately \$5,500 to maintain the workings of the Renewal Commission.

Lieutenant Governor Ohs reported to the Board that he will now be the permanent chairperson for the Montana Consensus Council. Dr. Kirk Miller will be the vice chairperson, along with Superintendent McCulloch.

The Lieutenant Governor also reported that a National Governor's Association Grant for \$10,000 has been received to host an extra learning opportunity summit in March to highlight the importance of after school programs.

Dr. Miller has received the G.E. Erickson Award for Outstanding School Leadership and the Lieutenant Governor wished to express his congratulations on behalf of the Governor's Office.

Under Secretary Hickok's visit will be re-scheduled for December 12, 2003.

ITEM 8 E-LEARNING COMMITTEE REPORT

Dr. Peterson, in the absence of Ms. Silverthorne, who is the chairperson, gave an update on the committee, its accomplishments and outstanding issues to date. The purpose of this committee is to examine the distance learning delivery system to assure that e-learning grows qualitatively and equitably, strengthening the public education system. The committee has begun preliminary revisions to ARM 10.55.907 and will continue to refine this process through public comment. Some of the outstanding issues are to ensure that the Accreditation Task Force is directly engaged in the process of review of the ARM 10.55.907 and to establish an evaluation process to rate the distance-learning offering provided.

The next meeting of the E-Learning Committee will be held on December 4, 2003.

ITEM 9 ASSESSMENT UPDATE

Ms. Snow, State Assessment Director, OPI; along with Ms. Quinlan, Chief of Staff, OPI; presented an update on assessment issues. The report included details on the criterion-referenced test and the norm-referenced test, along with information on the funds allocated by the 2003 legislature for statewide assessment, and information on the CSPAC Assessment Advisory Task Force.

Ms. Quinlan presented a draft survey on the future of Norm-Referenced Tests, along with a timeline addressing information regarding the survey. Some of the key dates include September/October 2003 (develop survey and background information), December 1-20, 2003 (survey online, districts access response with password), and January 2004 (analysis of results).

Ms. Fladmo walked the board through some of the pros and cons of the Norm-

Referenced Test options.

Ms. Snow distributed the 2004 Calendar of Data Reports and Releases of the Iowa Test and Measured Progress Test Results.

ITEM 10 AUTHORIZED FUNDING FOR SPRING 2004-2005 ASSESSMENT

Ms. Quinlan, Chief of Staff, OPI reported that the 2003 legislature appropriated \$253,250 for FY 2004 and \$263,250 for FY 2005 to the Office of Public Instruction to pay for the Statewide Student Assessment. The monies are appropriated in House Bill 2 under a general fund line item for OPI Administration.

ITEM 11 UPDATE ON WRITING PROFICIENCY ADMISSIONS AND ASSESSMENT

Dr. Clinard, Director of Academic Initiatives, Office of the Commissioner of Higher Education, gave an update on proficiency admissions for the Montana University System. Her presentation included the most recent newsletter on Writing Proficiency Admissions, which addressed benefits of proficiency admissions, how schools participated in the Writing Field Test, and how students should prepare for the test.

She also distributed a document which concentrated on such issues as Admission Standards: The Critical K-16 Link, New Admissions Standards for Four-Year Programs, Statistics on Writing Proficiency Initiative, Advantages and Disadvantages of a Montana Writing Assessment, Advantages and Disadvantages of SAT or ACT, and Writing Proficiency and Mathematics Proficiency Issues.

MOTION: Ms. Fladmo moved to place on the agenda of the P-20 Committee the following items: Dual Enrollment, Advanced Placement, Tech Prep, International Baccalaureate, and New Admission Standards, including the rigorous core implementation in 2004. Ms. Myers seconded the motion and the motion unanimously carried.

ITEM 12 NO CHILD LEFT BEHIND UPDATE

Ms. Coopersmith, Assistant Superintendent, OPI, presented information regarding the process to be used to determine Adequate Yearly Progress (AYP) for those schools whose enrollments are too small to follow the regular process used in August to determine the AYP of schools with larger enrollments.

She also presented information about the state, district and school report cards required by law.

Information was also presented addressing the Teacher Assistance Corps from the U.S. Department of Education, communication with the department concerning the Office of Public Instruction application, and guidance received from the federal level.

PUBLIC COMMENT

ITEM 13 MQEC (MONTANA QUALITY EDUCATION COALITION) REPORT

***This item, which was originally scheduled on the agenda for Thursday, November 13, 2003, was moved to Friday, November 14, due to a conflict in the schedule of the presenter.**

Lance Melton, MTSBA, in the absence of Mr. Jim Molloy, reported on the activities of

MQEC. Presentations at MCEL, focus on Renewal Commission, developing Adequacy Study.

**Superintendent McCulloch presented a news release, dated November 11, 2003, regarding the 2003 National Assessment of Educational Progress (NAEP) Reading and Mathematics Test Scores showing Montana students ranked among the nation's top students.

Items of noteworthy importance include the statement that Montana's eighth grade students ranked 4th nationally in NAEP reading and math scores, and Montana's fourth grade students ranked 9th in reading and 20th in math.

In addition, Ms. McCulloch pointed out that "while Montana's scores are among the highest, other states are closing the gap as they make significant investments in their schools".

**Commissioner Stearns presented information regarding the Economic Road Map, which was developed as a result of the July 2003 Board of Regents meeting. This plan envisions developing a shared understanding of the Montana economy and an agreed upon plan for improvement.

A Steering Committee will be compiled, consisting of the following members:

- ❖ One member appointed by the Governor's Budget Director
- ❖ One member appointed by the Legislative Fiscal Analyst
- ❖ One member appointed by Board of Regents
- ❖ One member appointed by Board of Public Education
- ❖ One member appointed by the Congressional Delegation
- ❖ One member appointed by Montana Chamber of Commerce
- ❖ One member appointed by the Montana AFL-CIO

Chairperson Miller assured Commissioner Stearns that a board member will be appointed to the Steering Committee and he would notify her by letter as to who that person will be. He also volunteered his services as a member of the Leadership Group.

**** These items were in addition to the presenter's original report, which was heard on Thursday, November 13, 2003.**

ITEM 14 PEPPS REVIEW PROCESS REPORT

Ms. Myers thanked Dr. Peterson for her leadership and assistance with the PEPPS Review Advisory Panel. The purpose of this panel is to assure Montana citizens that its educator preparation units within Montana provide educator candidates high-quality preparation programs that meet the learning needs of all Montana's K-12 students. Those on this team include Steve Meloy, Peter Donovan, Margaret Bowles, Patty Myers, and Dr. Peterson.

Dr. Peterson presented an overview of the latest meeting, which was held on September 23, 2003. Some of the key issues identified at this meeting were:

- Review endorsement areas
- Review titles of each endorsement area
- Consciously ensure that Indian Education for All is addressed throughout the chapter.
- Highly qualified teachers-Does Montana redefine "major" and "minor".
- Specificity vs. competency
- Montana does not need to "level down" the state standards to deal with the issue of recruiting quality.
- Maintain consistency of language from statute to rule, for example, language granting authority to the BPE to address teacher certification.
- Potential conflict of interest-Members of the BPE on the On-Site Review Team
- Examine the impact of the language in ARM 10.57.201 "NCATE and/or State-board approved professional educator preparation program standards"

The next meeting of the PEPPS Review Advisory Panel will be held on December 4,

2003.

ITEM 15 NORTHERN PLAINS TRANSITION TO TEACHING PROGRAM

Dr. Robert H. MacDonald, Director, Northern Plains Transition to Teaching Program, presented a progress report on the teaching program in its first year. He also mentioned that he would ask the board, at a later date, for permission to continue with the program.

The purpose of this program is to provide a condensed format, distance delivered teacher licensure program funded by the United States Department of Education.

Mr. Donovan asked Dr. MacDonald if there would be some device to keep track of all of the students who are participating in this program.

ITEM 16 SUMMARY OF IMPROVEMENT PLANS FOR THE ADVICE AND DEFICIENCY ACCREDITATION STATUS

Mr. McMilin, Accreditation Specialist, OPI presented a summary of the corrective plans required of schools that have received either Advice or Deficiency accreditation status. With the implementation of the ADC process and the new automatic preliminary accreditation report, the Board will be provided with an update and final recommendation at the January 2004 meeting following a comparison of the information in those preliminary reports with the corrective plans for each school.

ITEM 17 RECOMMENDED PROCESS FOR RENEWAL OF ALTERNATIVE STANDARD REQUEST

Mr. McMilin, Accreditation Specialist, OPI discussed the proposal of new procedures for Handling Five-Year Renewal Request for Alternative Standards. The basis of this procedure was a result of a renewed emphasis of the on-site visit requirement prior to a five-year renewal of an alternative standard which is outlined in 10.55.694 (1) (f). OPI is proposing some changes in the procedures used for the submission and consideration of alternative standard requests in order to support this renewed emphasis and to take advantage of the ADC process and the resulting electronic preliminary accreditation report.

ITEM 18 RENEWAL UNIT ANNUAL REPORT

Ms. Coopersmith, Assistant Superintendent, OPI, and Carol Gneckow, Program Officer, OPI, presented the annual report on renewal unit activity. The report included the following:

1. Definition of Renewal Activities
2. Time Equivalents
3. Restrictions and conditions;
4. Definition of providers
5. Provider responsibilities
6. Annual reporting requirements
7. List of Approved Providers for School Year 2002-2003
8. Statistical information about renewal unit activities during the 2002-2003 school year

ITEM 19 SPECIAL PURPOSE SCHOOLS TASK FORCE REPORT

Mr. Bishop gave a brief overview of the meeting of the Special Purpose Schools (SPS) Task Force, held on September 2003. The purpose for the task force is to facilitate the process to develop an alternative route to accreditation, to examine the performance based accreditation standard to establish an alternative route to accreditation for SPS, and to create an accountable, predictable, understandable and manageable alternative route to accreditation for SPS.

The six special purpose schools identified were MSDB-Great Falls, Spring Creek

Academy-Thompson Falls, RYO Correctional Facility-Galen, Abaetern Academy-Bozeman, Montana Academy-Kalispell, and Yellowstone Boys and Girls Ranch-Billings.

Dr. Peterson expounded on Mr. Bishop's overview by addressing the initial questions and issues raised at this meeting. The primary discussion was whether or not special purpose schools need separate standards and/or an alternative route to accreditation. In this discussion the performance based accreditation rule was addressed as a way for special purpose schools to gain accreditation and to demonstrate student achievement results.

Dr. Peterson reported that the next meeting of this task force will be held on December 10, 2003 and some of the items for discussion will be to review example definitions for special purpose schools, 10.55.606 Performance Based Accreditation, and the Special Purpose Schools Accreditation review process of the Northwest Association for Schools, Colleges and Universities.

ITEM 20 INITIAL ALTERNATIVE STANDARD REQUESTS

Mr. McMilin, Accreditation Specialist, OPI, along with Karen Richem, OPI, provided to the board for consideration Alternative Standard Requests recommended either for approval or for disapproval by the State Superintendent Linda McCulloch.

MOTION: Mr. Bishop moved to approve the initial two-year request for alternative standards of the six schools recommended by OPI. Mr. Fuller seconded the motion and the motion unanimously carried.

ITEM 21 MSDB COMMITTEE MEETING/REPORT

Mr. Gettel, Superintendent of MSDB, introduced Pam Boespflug, who discussed the activities that have transpired within the Department for the Visually Impaired as part of the Spotlight on Programs item.

2. Student Enrollment/Evaluations-Campus total enrollment has remained the same since September. Student evaluations to date-12.
3. Personnel Actions-New hires-Teacher Assistant, LPN; Resignations-
4. Human Resource-

MOTION: Mr. Morris moved to approve the Collective Bargaining Agreement between MSDB and the UFCW Local #8. The motion was seconded by Ms. Myers and unanimously carried.

*Ms. Fladmo was absent during the vote.

5. Policies/Procedures-

MOTION: Mr. Morris moved to approve the list of policies/procedures as presented and previously reviewed. Mr. Fuller seconded the motion and the motion unanimously carried.

MOTION: Mr. Morris moved to adopt the Personnel Handbook as presented and previously reviewed. Ms. Myers seconded the motion and the motion unanimously carried.

6. School Improvement-9/30/03-initial meeting of Special Purpose Schools Task Force, 5-Year Comprehensive Education Plan continues to implement professional

development activities, the school safety committee continues to work on an emergency response manual, and an agreement has been reached between the BPE, UM and Steve Gettel to complete an administrative internship.

7. Professional Development Activities-various fall activities
8. MSDB Foundation Activities-Library project completed, dedication and recognition ceremony held on 10/20/03
9. Conferences, Meetings, and Contacts-December 2, Project Vision Montana Advisory Meeting, Helena; December 10, Special Purpose Schools Task Force, Helena; January 19, Foundation Quarterly Meeting
10. Budget and Finance-Update on the school budget
11. Plant and Facilities-Replacement of sidewalks, Elevator (platform lift) replacement (bids to begin in December)
12. School Calendar-November 17, first day of basketball practice; November 22-30, Thanksgiving vacation; December 18, Christmas program; December 19-January 4, Christmas vacation
13. Student News and School Events-One student in Speech & Debate at Great Falls High School, one student will be wrestling at East Middle School, four out of five students have passed written driver's test in order to obtain their TELL License
14. Public Comment for Non Agenda Items-

PRELIMINARY AGENDA ITEMS – January 15-16, 2004

- Note to self-remember to send Kirk agenda with time estimates on it (work with Steve and Spencer)
- Renewal Credit Issues as they apply to the Internet-Margaret Bowles
- Update on timeline for test result release-OPI

PUBLIC COMMENT