

***CERTIFICATION STANDARDS AND PRACTICES  
ADVISORY COUNCIL MEETING***

***February 6<sup>th</sup>, 2015***

***Board of Public Education Conference Room  
46 N Last Chance Gulch, Suite 2B  
Helena, MT***

# **AGENDA**

# CERTIFICATION STANDARDS & PRACTICES ADVISORY COUNCIL MEETING

**FRIDAY FEBRUARY 6<sup>TH</sup>, 2015**

*Board of Public Education Conference Room  
46 N Last Chance Gulch, Suite 2B  
Helena, Montana*

**Starting at 9:00 A.M.**

## **CALL TO ORDER**

- A. Call to Order – Ms. Tammy Lacey
- B. Roll Call
- C. Statement of Public Participation
- D. Approval of the Agenda
- E. Approval of the October 27<sup>th</sup>, 2014 Meeting Minutes

- ITEM 1 EXECUTIVE COMMITTEE REPORT – Ms. Ms. Tammy Lacey**
- ITEM 2 BOARD OF PUBLIC EDUCATION REPORT – Mr. Pete Donovan**
  - **2015 Legislative Update**
- ITEM 3 UPDATE MONTANA NEW TEACHER INDUCTION PROJECT – Patty Muir**
- ITEM 4 STATE EQUITY PLAN PROCESS – Dr. Linda Peterson**
- ITEM 5 UPDATE ON TROOPS TO TEACHERS – Le Gaub**
- ITEM 6 CLASS 8 LICENSE APPLICATIONS – Shannon Koenig**
- ITEM 7 FUTURE AGENDA ITEMS**

## **PUBLIC COMMENT**

## **ADJOURN**

*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 Council 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 Certification Standards and Practices Advisory Council 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.*

# MINUTES

# CERTIFICATION STANDARDS & PRACTICES ADVISORY COUNCIL MEETING MINUTES

**OCTOBER 27<sup>TH</sup>, 2014**  
*Montana State University Bozeman*  
*Strand Student Union Room 235*  
*Bozeman, MT*

**Monday October 27<sup>th</sup>, 2014 9:00 A.M.**

## **CALL TO ORDER**

The meeting was called to order at 9:00 AM by Chair Lacey.

Council members present included: Ms. Tammy Lacey, Chair; Dr. Cindy O'Dell, Vice Chair; Mr. Kelly Elder; Ms. Janice Bishop; Ms. Leanne Yenny; Ms. JoDell Beeler. Absent: Mr. Don Reed. Staff members present included: Mr. Pete Donovan, Executive Director, Board of Public Education; Ms. Kris Stockton, Administrative Specialist, Board of Public Education. Guests included: Dr. Linda Peterson, OPI; Dr. Jayne Downey, MSU; Dr. Lynda Ransdal, MSU; Mr. Marco Ferro, MEA-MFT; Mr. Mike Miller, UM Western.

## **APPROVAL OF AGENDA**

*Dr. Cindy O'Dell moved to approve the agenda as presented. Ms. Janice Bishop seconded the motion.*

*No discussion. Motion passed unanimously*

## **APPROVAL OF MINUTES**

Ms. Lacey requested two items of correction in the minutes in Call to Order and Item 1 in the minutes from July 16<sup>th</sup>, 2014.

*Mr. Kelly Elder moved to approve the minutes as amended. Ms. Leanne Yenny seconded the motion.*

*No discussion. Motion passed unanimously.*

## **ITEM 1 MSU PRESENTATION – Dr. Jayne Downey**

Dr. Downey presented to the Council a presentation on the MSU College of Education. Dr. Downey presented on number of current students, graduate and undergraduate, number of student teachers in placement right now, which majors students are preparing for, new Model of Clinical Practice and how the program prepares students for teaching prior to their student teaching experience. Dr. Downey fielded questions from the Council.

## **ITEM 2 EXECUTIVE COMMITTEE REPORT – Ms. Tammy Lacey**

### **ACTION**

- **Committee Appointments**

Committees updated with volunteers to serve on committees.

**Ms. JoDell Beeler moved to approve the committee appointments as presented. Motion seconded by Mr. Kelly Elder.**

**No discussion. Motion passed unanimously.**

**APPROVE CSPAC GOALS UPDATED JULY 16<sup>TH</sup>, 2014**

Council members reviewed the goals as updated at the July CSPAC meeting

*Ms. Janice Bishop moved to adopt the Goals and Objective for 2014-15. Ms. JoDell Beeler seconded the motion.*

*No discussion. Motion passed unanimously.*

**ITEM 3 BOARD OF PUBLIC EDUCATION REPORT – Mr. Pete Donovan**

Mr. Donovan reported to the Council on the completion of the biennial legislative audit. Mr. Donovan briefly touched on the upcoming hearings for Chapters 57, 58, and 63, his attendance at the MEA-MFT Educators Conference in Missoula the previous week, and the upcoming election and legislature beginning in January and how this session may be challenging for public education. Mr. Ferro also discussed some of the possible upcoming topics of upcoming bills in the next legislative session.

**ITEM 4 CLASS 8 LICENSURE APPLCIATIONS –Dr. Linda Peterson**

The Council reviewed 10 Class 8 license applications. The Council approved all ten.

**ITEM 5 MENTORING PROGRAM STATUS REPORT – Dr. Linda Peterson**

Item postponed until January 2015 meeting.

**ITEM 6 UPDATE ON THE STATUS OF REVISIONS OF CHAPTER 57 EDUCATOR ICENSURE, CHAPTER 58 EDUCATOR PREPARATION PROGAM STANDARDS, AND NEW CHAPTER 63 PRESCHOOL PROGRAM STANDARDS – Pete Donovan**

Mr. Donovan gave a brief summary of the upcoming hearing dates on October 31, 2014 and November 3<sup>rd</sup>, 2014. Dr. O'Dell submitted a position paper written by the Early Childhood Higher Education Consortium. Dr. O'Dell discussed some changes she would like to see in the Early Childhood Standards.

*Dr. Cindy O'Dell moved that CSPAC support the Position Statement on the Chapter 63 Preschool Standards. Motion seconded by Ms. Janice Bishop.*

*Ms. Bishop posed several questions regarding the paper and the items it would like put into the standards. Discussion amongst the Council.*

*Public comment from the Deans on the standards.*

*A roll call vote was taken. Motion passed with Chair Lacey dissenting.*

**ITEM 7 FUTURE AGENDA ITEMS**

**PUBLIC COMMENT**

No public comment.

**ADJOURN**

**Mr. Kelly Elder moved to adjourn the meeting. Ms. Leann Yenny seconded the motion.**

**Meeting adjourned at 12:48 PM.**

**\*\*\*\*\*A TACO BAR LUNCH WILL BE PROVIDED IN THE DEAN'S OFFICE AT NOON FOLLOWING THE CSPAC MEETING\*\*\*\*\***

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## **CALL TO ORDER**

- **Call to Order – Ms. Tammy Lacey**
- **Roll Call**
- **Statement of Public Participation**
- **Approval of the Agenda**
- **Approval of the October 27<sup>th</sup>, 2014 Meeting Minutes**

**ITEM 1**

**EXECUTIVE COMMITTEE REPORT**

**Ms. Tammy Lacey**

## **ITEM 2**

### **BOARD OF PUBLIC EDUCATION REPORT**

- **2015 Legislative Update**

**Mr. Pete Donovan**

*Meetings Attended by Peter Donovan*  
*09/12/2014 – 11/14/2014*

**October**

1. Public Hearing on Chapter 58 10/31/2014

**November**

2. Public Hearing on Chapter 57 11/03/2014
3. Public Hearing on Chapter 63 11/03/2014
4. Meeting w/OPI to Prepare Responses to Public Comment on Public hearings 11/06/2014
5. Montana Digital Academy Conference Call 11/10/2014
6. Meeting with Shannon O'Brien 11/12/2014
7. Board of Public Education Meeting 11/14/2014
1. Board of Regents Meeting – Missoula 11/20,21/14

**December**

2. Legislative Audit Committee 12/02/2014
3. Conference Call with Sharon and Tammy 12/11/2014
4. Meeting with Shannon O'Brien 12/15/2014
5. Call with Sharon 12/17/2014
6. Healthy Schools Committee Meeting 12/18/2014
7. VisionNet Meeting 12/19/2014
8. Board of Education Conference Call 12/22/2014

**January**

9. Appropriations Sub Committee on Education 01/12/2015
10. Montana Digital Academy Conference Call 01/12/2015

- |   |            |
|---|------------|
| 11. TLLC Workgroup                            | 01/13/2015 |
| 12. Conference Call with Sharon Carroll       | 01/15/2015 |
| 13. Board of Public Education Meeting         | 01/16/2015 |
| 14. Appropriations Sub Committee on Education | 01/21/2015 |

**February**

- |                                |            |
|--------------------------------|------------|
| 15. State of Education Address | 02/02/2015 |
| 16. CSPAC Meeting, Helena      | 02/06/2015 |

Bill Draft No. (LC No.)	Request Date	Requestor	Status	Status Date	Short Title	Bill Introduced?
						
 LC0002	4/23/2013	Scott Sales (R) SD 35	(C) Draft Ready for Delivery	1/21/2015	Providing a tuition tax credit for K-12 education	
<a href="#">LC0031</a>	10/22/2013	Bruce Tutvedt (R) SD 3	(C) Draft Canceled	1/14/2015	Revise laws related to school notification of home schooling	
<a href="#">LC0056</a>	1/23/2014	Roger Webb (R) SD 23	(C) Draft On Hold	10/13/2014	Generally revise laws related to state common core educational standards	
<a href="#">LC0133</a>	5/28/2014	Fred Thomas (R) SD 44	(C) Draft On Hold	11/24/2014	Generally revise school laws to provide for school choice	SB 124 01/08/2015
 SB 124	LC0138	Dee Brown (R) SD 2	 <b>Printed - New Version Available</b>	1/24/2015	Require certain boards to record and publish meetings in video or audio format	
<a href="#">LC0660</a>	11/5/2014	Llew Jones (R) SD 9	(C) Draft On Hold	1/14/2015	Referendum for tax credits for contributions to scholarship organizations	
<a href="#">LC0661</a>	11/5/2014	Llew Jones (R) SD 9	(C) Draft Back for Requester Changes	1/14/2015	Provide for tax credits for contributions to scholarship organizations	
<a href="#">LC0728</a>	11/9/2014	Ryan Lynch (D) HD 76	(C) Draft On Hold	1/24/2015	Generally revise open meeting laws	
<a href="#">LC0825</a>	11/13/2014	Keith Regier (R) HD 4	(C) Draft On Hold	1/24/2015	Revise administrative procedure act laws	
<a href="#">LC0904</a>	11/13/2014	Scott Sales (R) SD 35	(C) Draft On Hold	12/12/2014	Referendum on school choice	
<a href="#">LC0910</a>	11/13/2014	Scott Sales (R) SD 35	(C) Draft On Hold	1/12/2015	Revise tax credit laws regarding contributions to private school scholarships	
<a href="#">LC0911</a>	11/13/2014	Scott Sales (R) SD 35	(C) Draft On Hold	12/12/2014	Revise laws regarding public school choice	

<a href="#">LC0912</a>	11/13/2014	Scott Sales (R) SD 35	(C) Draft On Hold	1/12/2015	Provide for tuition tax credit to parents based on percentage of tuition cost	
<a href="#">LC1284</a>	12/5/2014	Mary Ann Dunwell (D) HD 84	(C) Draft On Hold	12/8/2014	Revise open government and accountability laws	
<a href="#">LC1304</a>	12/5/2014	Greg Hertz (R) HD 12	(C) Draft On Hold	1/24/2015	Generally revise open meeting laws	
<a href="#">LC1480</a>	12/5/2014	Elsie Arntzen (R) SD 26	(C) Draft On Hold	12/8/2014	Revise laws related to the board of education	
<a href="#">LC1487</a>	12/5/2014	Elsie Arntzen (R) SD 26	(C) Draft On Hold	12/8/2014	Provide for parental exemptions from education standardization	
<a href="#">LC1488</a>	12/5/2014	Elsie Arntzen (R) SD 26	(C) Draft On Hold	12/8/2014	Provide for legislative review/public comment for changes in education standards	
<a href="#">LC1489</a>	12/5/2014	Elsie Arntzen (R) SD 26	(C) Draft Request Received	12/5/2014	Allow students to choose schools based on achievement progress report	
<a href="#">LC1490</a>	12/5/2014	Elsie Arntzen (R) SD 26	(C) Draft Request Received	12/5/2014	Clarify fiscal impact analysis before implementation of accreditation standards	
<a href="#">LC1677</a>	12/5/2014	Roger Webb (R) SD 23	(C) Draft On Hold	1/17/2015	Constitutional amendment to elect board of public education	
<a href="#">LC1840</a>	12/5/2014	Randall Pinocci (R) HD 19	(C) Draft On Hold	12/20/2014	Prohibit planning, implementation, and promotion of common core standards	
<a href="#">LC1854</a>	12/5/2014	Mike Lang (R) HD 33	(C) Draft On Hold	12/23/2014	Generally revise open meeting laws	
<a href="#">LC1894</a>	12/5/2014	Kris Hansen (R) SD 14	(C) Draft On Hold	12/9/2014	Generally revise laws governing state/locally appointed boards and commissions	
<a href="#">LC1904</a>	12/5/2014	Art Wittich (R) HD 68	(C) Draft On Hold	12/23/2014	Revise public participation in rulemaking laws	
<a href="#">LC2103</a>	1/1/2015	Dee Brown (R) SD 2	(C) Draft On Hold	1/24/2015	Revise state agency and educational agency rulemaking authority	



**ITEM 3**

**UPDATE MONTANA NEW TEACHER  
INDUCTION PROJECT**

**Ms. Patty Muir**

# Montana Induction Institute

LOCATIONS:  
March 23-24, Billings  
April 20-21, Missoula  
April 23-24, Great Falls

The New Teacher Center (NTC) is a one-of-a-kind national resource dedicated to *accelerating new teacher development and impacting student achievement* by supporting the design and implementation of high quality teacher induction programs.

With twenty years of experience advancing the practice of new teachers, NTC works with educational leaders and policy makers to address the need for induction programs that retain new teachers by improving their effectiveness. Typically, the newest teachers are placed in the most difficult classes in the neediest schools. Not surprisingly, more than a third of these new teachers leave the profession within the first three years.

Schools that invest in a major restructuring of induction practice can help beginning teachers quickly develop into skilled, effective, and caring professionals who impact students' lives and become the teacher leaders of tomorrow.



## Building the Capacity of District Leadership Teams

This professional development program is designed for induction program leadership teams that are about to implement a new induction program or who are looking to enhance their current programs. The program presents components of the New Teacher Center's induction model of which the core belief is that learning to teach is a career-long developmental process and requires strong mentors and leaders to impact a supportive, effective teaching environment.

*Participating teams will deepen their knowledge and skills that enhance their capacity to:*

- Refine and implement a comprehensive model of teacher induction focused on accelerating new teacher effectiveness and improving student learning
- Incorporate formative assessment into all levels of program implementation
- Capture and analyze program data of implementation and impact on teacher effectiveness and student learning
- Develop a tailored plan for program implementation or improvement

## Fostering a Culture of Learning

This Induction Institute is intended for teams who are responsible for developing and implementing policies and programs that will support beginning teachers through induction.

*Participants will attend as part of a local team comprised of three-four members that might include the following roles:*

- District leadership
- Induction program Directors/ Coordinators
- Curriculum/instruction and human resource administrators
- Superintendents/ other district leadership
- Principals
- Trainers of mentors and beginning teachers
- Union leaders

Time will be provided throughout for participating teams to plan for application to local context.

## Schedule of Events

### INSTITUTE DAY ONE

Context for high quality induction and capitalizing on current policy opportunities to further support new teachers

Introduction of induction program standards and how they support a comprehensive view of induction

Formative Assessment and the importance of collecting evidence to support new teacher development

Program self-assessment/ team time to work on induction program design

### INSTITUTE DAY TWO

Assessing and advancing new teacher practice at the program implementation level

Supporting Principal and key district stakeholder engagement

Mentor recruitment, selection and assessment

Collecting data of impact and implementation

Program self-assessment/team time to continue working on induction program design

## Event and Registration Information

### DATES-TIME

March 23-24, Billings

April 20-21, Missoula

April 23-24, Great Falls

8:30 am - 3:30 pm each day

Lunch is provided

Renewal credit is available

### REGISTRATION DEADLINE

March 13, 2015

### REGISTRATION LINK

<http://app.keysurvey.com/f/717494/59c0/>

### MORE INFORMATION

Patty Muir

406.444.4317

[pmuir@mt.gov](mailto:pmuir@mt.gov)

### LOCATION

**Billings:** Montana State University-Billings, College of Education, Room 122

**Great Falls** Administration Offices, Aspen Room

**Missoula** Best Western Grant Creek Inn, Ponderosa Room

### HOTEL INFO

OPI will reimburse up to two nights lodging.

### Billings

Northern Hotel [www.northernhotel.com/](http://www.northernhotel.com/)

Boothill Inn and Suites [www.boothillinn.com](http://www.boothillinn.com)

Billings Hilton Garden Inn <http://ow.ly/HFOpH>

### Great Falls

Holiday Inn [www.holidayinngreatfalls.com/](http://www.holidayinngreatfalls.com/)

### Missoula

Best Western Grant Creek [www.bestwestern.com/grantcreekinn](http://www.bestwestern.com/grantcreekinn)



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## **ITEM 4**

# **STATE EQUITY PLAN PROCESS**

**Dr. Linda Peterson**



# UNITED STATES DEPARTMENT OF EDUCATION

OFFICE OF ELEMENTARY AND SECONDARY EDUCATION

November 10, 2014

Dear Chief State School Officer:

In July, Secretary Duncan announced our Excellent Educators for All initiative, designed to move America toward the day when every student in every public school is taught by excellent educators. As part of the initiative, consistent with section 1111(b)(8)(C) of the Elementary and Secondary Education Act of 1965 (ESEA), each State educational agency (SEA) must submit to the U.S. Department of Education (Department) a State Plan to Ensure Equitable Access to Excellent Educators (State Plan) that ensures “poor and minority children are not taught at higher rates than other children by inexperienced, unqualified, or out-of-field teachers.” Your State Plan is due on **June 1, 2015**. The Department is extending the original deadline in order to provide ample time for your State to conduct meaningful consultation with a wide range of stakeholders, including students, teachers, unions, non-profit teacher organizations, principals, district leaders, parents, civil rights groups, and other key stakeholders. Obtaining meaningful input from stakeholders is vital to creating high-quality plans and for setting the stage for successful implementation of those plans.

To support you in this challenging work, the Department is providing a number of tools that we hope you will find helpful.

- **Frequently Asked Questions (FAQs):** The purpose of the guidance—*State Plans to Ensure Equitable Access to Excellent Educators*—is to help each SEA prepare a comprehensive plan that meets the requirements of ESEA section 1111(b)(8)(C) and helps ensure that all students have equitable access to excellent educators.
- **Data Files:** A high-quality State Plan starts with a data-driven analysis of existing conditions. To facilitate this analysis, today, November 10, 2014, the Department will send each SEA a data file that includes (1) data from the 2011-2012 Civil Rights Data Collection (CRDC); (2) school level student poverty rates; (3) “Highly Qualified Teacher (HQT)” data; and (4) a geographic cost of living adjustor. The CRDC data include comprehensive school- and district-level data, disaggregated by race, sex, disability, and limited English proficiency status, reported by districts to the Department. Metrics include, among other things: teacher experience; teacher absenteeism; teacher certification; access to preschool and rigorous course work, including science, mathematics, and Advanced Placement courses; and school expenditures. The Department is also sending supporting documentation, including a data dictionary and codebook, to facilitate your use of the data files. These files will all be sent to your State’s *EDFacts* coordinator through the Department’s Partner Support Center.

The Department is providing these data as a resource to help inform the development of your State Plan, but States are not required to use these data. Instead of or in addition to these data, you may choose to use data collected by your State. In developing your State

Plan, I encourage you to consider not only the optimal data to depict existing inequities in access to excellent educators (for instance, data on teachers rated as effective or teachers with at least one year of experience), but also other variables or sources of information that provide insights into the root causes of those inequities (for example, data on teacher satisfaction, working conditions, principal stability, or salaries).

- **Educator Equity Profiles:** Using data *found in the file described above, the Department developed Educator Equity Profiles that compare certain teacher characteristics in high- and low-poverty schools, and in schools with high and low concentrations of minority students, in your State, disaggregated by district and urbanicity. As with the data file described above, the Department is providing these profiles as a resource and an example of how you might present data analyzing differences in teacher characteristics between schools across your State for purposes of developing your State Plan. Your State Plan must include a data-based analysis of equity gaps, but this profile is only one example of the type of data and data analysis you may use. I encourage you to supplement the Educator Equity Profile provided by the Department with your own data and analysis.*
  
- **Webinars:** The Department invites you and your staff to participate in a series of upcoming webinars that will provide additional information and support as you develop your State Plan:
  - State Plan to Ensure Equitable Access to Excellent Educators: November 17, 2014, 3:00pm EST  
This webinar will provide SEAs with information about preparing a State Plan to ensure that all students have equitable access to excellent educators.  
To register for this webinar, please use the following link:  
<https://educate.webex.com/educate/j.php?RGID=rb3826a9f84d48099d28475640fa39559>
  
  - Understanding Your Educator Equity Profile: December 1, 2014  
This webinar will provide SEAs with a deeper understanding of the educator equity profiles and will provide a forum for Q&A with Department staff who developed the profiles. Registration information will be coming soon.
  
  - Understanding your Data: December 9, 2014  
This webinar will help SEAs better understand the large data file described above, and will include discussion of how a SEA might use it to inform its State Plan.  
Registration information will be coming soon.
  
- **Equitable Access Support Network:** The Department invites you to take advantage of our new Equitable Access Support Network (EASN), designed to support SEAs and districts as you develop and implement your State Plan. The EASN is a partnership between national and local experts, and between analysts and practitioners, designed to address your State's individual needs, share promising strategies, and develop tools and model plans. The EASN will offer a voluntary pre-submission review process designed to provide State-specific feedback on draft State Plans prior to submission. More details

about the EASN will be forthcoming; if you have questions, please contact EASN@ed.gov.

We look forward to working with you and your team and appreciate your efforts to ensure that *all* students have access to excellent educators. If you have additional questions, please do not hesitate to contact Dr. Monique M. Chism, Director, Office of State Support (OSS), at [Monique.Chism@ed.gov](mailto:Monique.Chism@ed.gov). Thank you for your continued focus on enhancing education for all students.

Sincerely,

/s/

Deborah S. Delisle  
Assistant Secretary

**STATE PLANS TO ENSURE  
EQUITABLE ACCESS TO EXCELLENT EDUCATORS  
Frequently Asked Questions  
November 10, 2014**

**1. ESEA Statutory Citations**

**Section 1111(a)(1)**

For any State desiring to receive a grant, the SEA shall submit to the Secretary a plan, developed in consultation with..., that satisfies the requirements of this section...

**Section 1111(b)(8)(C)**

Each plan shall describe the specific steps the SEA will take to ensure that both schoolwide and targeted assistance schools provide instruction by highly qualified instructional staff, including steps that the SEA will take to ensure that poor and minority children are not taught at higher rates than other children by inexperienced, unqualified, or out-of-field teachers, and the measures that the SEA will use to evaluate and publicly report the progress of the SEA with respect to such steps

**Section 1111(f)(1)(B)**

Each state plan shall be periodically reviewed and revised as necessary

**Section 1112(c)(1)(L)**

Each LEA plan will provide assurances to ensure, through incentives for voluntary transfers, the provision of professional development, recruitment programs, or other effective strategies, that low-income students and minority students are not taught at higher rates than other students by unqualified, out-of-field, or inexperienced teachers.

**2. Requirements that each State Plan must meet**

**a. Describe and provide documentation of the steps the SEA took to consult**

**b. Identify equity gaps**

**1. Define key terms**

**2. Examine data and calculate equity gaps**

**3. Describe how the SEA identified the equity gaps**

**c. Explain likely cause(s) of the identified equity gaps**

**d. Set forth the SEA's steps to eliminate identified equity gaps**

**1. Describe strategies the SEA will implement to eliminate the gaps**

**2. Include timelines for implementing the strategies**

**3. Describe how the SEA will monitor LEA's actions**

**e. Describe measures the SEA will use to evaluate progress toward eliminating the identified equity gaps**

**f. Describe how the SEA will publicly report on its progress**

**3. Deadline to submit: June 1, 2015**

Montana Equitable Access Planning Timeline

Major Activities	Parties Involved	Organizer	Time Frame	
<b>I. Develop Timeline</b>	Team	Nancy	12/30/2014	
<b>II. Denise Approves Timeline</b>		Dennis	1/7/2015	
<b>III. Data</b>				
A. Gather & Review	Team	Sue	11/20/2014	1/15/2015
B. Analyze	Team and M&A Staff	Sue and Staff	1/15/2015	1/30/2015
C. Identification of Equity Gaps	Team	Sue and Staff	1/30/2015	2/15/2015
D. Prepare Data to Share with Stakeholders		Sue and Staff	2/15/2015	2/20/2015
<b>IV. Communication with Stakeholders</b>	Team		1/15/2015	5/15/2015
<b>A. MACIE (Montana Advisory Council on Indian Education) Meetings</b>				
Introduction	Mandy and Nancy	Mandy	1/12/2015	
Share Draft		Mandy	4/8/2015	
Suggestions to Team		Mandy	4/27/2015	
<b>B. Special Education Advisory Panel</b>				
Introduction		Frank	1/22/2015	
Share Draft (electronically)		Frank	4/8/2015	
Suggestions to Team		Frank	4/27/2015	
<b>C. Title I Committee of Practitioners</b>				
Introduction (electronically)		BJ	1/22/2015	
Share Draft		BJ	4/8/2015	
Suggestions to Team		BJ	4/27/2015	
<b>D. Board of Public Education</b>				
Introduction		Nancy	3/12/2015	
Share Draft (electronically)		Nancy	4/8/2015	
Suggestions to Team		Nancy	4/27/2015	
<b>E. OPI Leadership Council</b>				
Introduction		Dennis	1/__/2015	
Share Draft		Dennis	4/8/2015	
Suggestions to Team		Dennis	4/27/2015	
<b>F. OPI Website</b>				
Introduction		Linda	1/__/2015	
Share Draft		Linda	4/8/2015	

Montana Equitable Access Planning Timeline

Major Activities	Parties Involved	Organizer	Time Frame	
Suggestions to Team		Linda	4/27/2015	
<b>G. Educators Evaluation Systems Work Team</b>				
Introduction		Linda	1/19/2015	
Share Draft		Linda	4/8/2015	
Suggestions to Team		Linda	4/27/2015	
<b>H. Montana Public Education Center</b>				
Introduction		Dennis	1/___/2015	
Share Draft		Dennis	4/8/2015	
Suggestions back to Team		Dennis	4/27/2015	
<b>I. Montana Council of Deans of Education</b>				
Introduction		Linda	1/___/2015	
Share Draft		Linda	4/8/2015	
Suggestions to Team		Linda	4/27/2015	
<b>J. Higher Education Consortium</b>				
Introduction		Frank	1/___/2015	
Share Draft		Frank	4/8/2015	
Suggestions to Team		Frank	4/27/2015	
<b>V. Write Draft</b>	Team			
A. Compile & Analyze past work on data	Team	Sue	2/15/2015	
B. Write draft narrative on Equity Gaps	Team	Linda	2/16/2015	2/25/2015
C. Identify Strategies	Team	Linda and/or BJ	2/26/2015	3/6/2015
D. Develop Timelines for expected results	Team	BJ	3/6/2015	3/13/2015
E. Develop Timeline for expected progress reports	Team	BJ	3/16/2015	3/20/2015
F. Write Draft of Progress Reports	Team	Dennis	3/23/2015	3/27/2015
G. Complete Draft	Team	Nancy	3/30/2015	4/7/2015
<b>VI. Revise Draft</b>	Team			
A. Compile Comments from Stakeholders	Team	Dennis	4/28/2015	5/7/2015
B. Select & Make Needed Changes to Draft	Team	Nancy	5/8/2015	5/20/2015
<b>VII. Draft Submittal Letter from Denise to Department</b>		Nancy	5/21/2015	
<b>VIII. Obtain Final Approval from Denise Juneau</b>		Dennis	5/26/2015	

Montana Equitable Access Planning Timeline

Major Activities	Parties Involved	Organizer	Time Frame	
IX. Submit to US Department of Education		Nancy	5/29/2015	

**ITEM 5**

**UPDATE ON TROOPS TO TEACHERS**

**Mr. Le Gaub**

**ITEM 6**

**CLASS 8 LICENSE APPLICATIONS**

**Ms. Shannon Koenig**

**ITEM 7**

**FUTURE AGENDA ITEMS**