

**Minutes of the
Committee of Practitioners Meeting
June 20, 2012**

Call to Order

The meeting was called to order at 8:33 a.m. at the AmericInn in Ft. Pierre by Chairperson Becky Guffin.

Attendance

Members present were: Becky Guffin, Joan Dunmire, Lori Bouza, Lucy Grant, Sarah Lieber, Rebecca Eeten, and Laura Willemsen.

Staff members present were: Dr. Kris Harms, Beth Schiltz, Shawna Poitra, Jill Cotton, Sue Burgard, Janet Ricketts, Jenifer Palmer, Shannon Malone, Becky Nelson, Gay Pickner, and Laura Johnson Frame.

Approval of the Agenda

Harms asked the committee to add reservation of 1003(a) School Improvement funding to the agenda.

Motion by Bouza, second by Eeten to approve the amended agenda. Motion passed.

Approval of Minutes – September 20, 2011 and January 11, 2012

Motion by Bouza, second by Willemsen to approve the Minutes of the September 20, 2011 and the January 11, 2012 meetings. Motion passed.

Committee Member Terms and Recruitment

Resignation

Frame reported that Liz Venenga and Mary Schwab resigned from the committee since the September meeting because of changes in their work duties.

Request for Re-appointment

The committee reviewed the roster of members and determined that one member's term is ending. The Department Secretary will be requested to consider a reappointment.

Recruitment

A discussion was held on the appointment of members to ensure each required position is filled. Several ideas were shared and will be pursued.

Election of Chair and Vice Chair

June is considered the annual meeting of the Committee of Practitioners per the Committee Guidelines. The positions of chairperson and vice chairperson are elected annually at the annual meeting.

Guffin asked for nominations for the position of chairperson.

Motion by Bouza, second by Dunmire, to nominate Becky Guffin as chairperson. No other nominations were heard and the committee members cast a unanimous vote to elect Guffin as chair.

Motion by Bouza, second by Eeten, to nominate Laura Willemsen as vice chairperson. No other nominations were heard and the committee members cast a unanimous vote to elect Willemsen as the vice chairperson.

1003(a) School Improvement Funds

Harms advised the committee that the Department will receive \$1,655,336 in 1003(a) School Improvement funding for the next fiscal year. The Department will reserve 5% for state level administration as allowed by the statute. The committee discussed the use of funds at the State level; activities include Statewide System of Support and direct support from the Department. The need for additional funds to support the School Support Team was discussed. From the remaining non-administrative amount, \$500,000 is a reasonable amount to be used by the SEA for the School Support Team to work with the 19 Priority Schools and 32 Focus Schools. The remaining amount will be allocated out to the Title I schools in school improvement according to federal law.

Motion by Willemsen, second by Bouza to hold \$500,000 of the 1003(a) School Improvement funds for use by the Department in providing support to the districts in improvement. Motion passed.

School Improvement Grant

Shawna Poitra updated the COP on the status of the School Improvement Grant. Cohort I will start their 3rd and final year of the grant this fall. Cohort II will start year 2 of their 3 year grant this fall. Cohort I and II schools were monitored this fall and then again at the end of the school year. Several schools did not use all of their grant allocations and were required to submit a carry-over request form with a plan for the funds in the next school year. After Cohort I's third year of the grant, DOE will use the results from the monitoring to show progress for each school.

SD LEAP (Indistar®)

Shawna Poitra introduced the SD LEAP (Indistar®) system. Indistar® is a web-based system implemented by a state education agency for use with district and/or school improvement teams to inform, coach, sustain, track, and report improvement activities. South Dakota piloted the school level indicators during the 2011-12 school year with 6 SIG schools and piloted the district indicators with the three districts that participated in the Academy of Pacesetter Districts. SD DOE will be implementing the system with the Priority and Focus schools (as written in the flexibility waiver) for the 2012-13 school year. A school labeled as a priority school will work on 115 school level indicators over a three year timeline, and the district the priority school resides in will participate in the Academy of Pacesetter Districts and complete the 38 district level indicators of effective practice during the first year of being identified. The school level indicators include a set of 31 Response to Intervention (RtI) indicators, which the priority and focus school will be required to implement.

SDDOE will be hosting a training on July 9 and 10 for anyone that may support schools in this process. SEA staff, School Support Team (SST) members, school improvement agencies throughout the state, and Education Service Agency (ESA) staff were invited to attend the training. Priority schools will be assigned an SST member by DOE to provide support through the process. Focus schools will have the opportunity to apply for funds to contract with a trained coach for support through the process. Any school that optionally chooses to participate must also contract with a trained coach for support throughout the process. All schools will be required to sign an Memorandum of Understanding (MOU) to maintain fidelity of the program.

Academy of Pace Setting Districts

The Pacesetting Academy is a year-long process in which district teams develop an operations manual to differentiate support to their schools. There is a two day kick-off meeting in the fall with 3 distance learning sessions during the school year and a summative meeting in the spring. Districts use research based indicators of effective practice to guide them in developing the manual. District with schools identified as priority schools will be required to participate in the Academy.

ESEA Flexibility Waivers Request

Harms distributed a copy of the latest draft of the ESEA Flexibility Waivers request to each committee member. The Waivers Request was first submitted to US ED in February. US ED requested additional information and adjustments since submission. The Committee was requested to make comments on the document to be used by the Department in response to any further requests from US ED. The DOE anticipates a response from US ED by the end of the month and hopefully that will be approval. A synopsis of the Waiver Request may be found at the SD DOE website.

21st Century Community Learning Centers

Burgard and Cotton distributed a listing of all of the subgrantees of 21st Century Community Learning Centers funds. Currently there are 46 subgrantees ranging from school districts, schools, and non-profit organizations. The 21st Century Community Learning Centers (21st CCLC) programs provide safe and engaging learning environments for students in out-of-school hours. They offer academic enrichment activities, such as tutoring in reading and math, and services that enhance the regular academic program, such as recreation, technology education, counseling and character education. Grantees partner with community groups and schools to support students who attend high-poverty, low-performing schools (over 40% poverty based on Free and Reduced Lunch Program). Further information on this program and for information on all of the funded programs in South Dakota may be found at y4y@ed.gov

Supplemental Education Services (SES)

Schiltz reported for Betsy Chapman who was unavailable for the meeting. The SES program is waiting to hear US ED's decision on the Flexibility Waivers as the decision will impact the program. The number of students participating in the program was up from the previous year. Currently, year-end reports are coming into the Department and a final count is not available at this time. School Choice and SES will remain as options for priority and focus schools identified under the new accountability process should the Flexibility Waiver receive approval. The program will be referred to as free tutoring and SD DOE will not maintain a list of providers.

SD Department of Education Reorganization

Harms distributed a new organizational chart for the SD DOE. The offices will change to divisions and there will be some reorganization of duties with the major area of re-organizing occurring under the Division of Assessment and Accountability.

Consolidated Applications for Federal Funds

Schiltz reported that a few changes were made in the questions on the consolidated application and the application was opened in April. The DOE conducted webinar trainings for seasoned district staff on the changes to the application and for district staff new to the consolidated application in how to maneuver through the application for a total of three trainings. Several applications have been submitted with some ready to approve.

The committee briefly recessed for a catered lunch.

Common Core Standards for English Language Arts and Mathematics

Becky Nelson from the DOE Division of Curriculum and Career and Technical Education updated the committee on the progress and future plans for implementation of the Common Core. Implementation of the assessment of the Common Core Standards for English Language Arts and Mathematics will occur in school year 2014-15. The Common Core State Standards Initiative is a state-led effort to establish a shared set of clear educational standards in English language arts and mathematics for grades K-12. It was launched by the Council of Chief State School Officers and the National Governors Association Center for Best Practices.

In preparation for 2014-15 assessment, the Department of Education has launched the “Common Core Professional Development” series which will cover a span of three years. The series will provide South Dakota educators with a systemic model to implement the Common Core within a learning environment rich in collaboration, communication, creativity and critical thinking. At this time 2,429 teachers have attended training with a goal of training 8,000 teachers. Training currently is and will be provided during summer workshops, school year workshops, on-line training and school district specific training (Fifty-six districts are launching district specific training). The training will be presented in six modules implemented in stages through the next two years. Teachers will receive stipends for participating in the trainings. More information on the training may be found at doe.sd.gov/secretary/iittraining.aspx#modules. In the fall of 2012, regional trainings will be launched with assistance provided by Dr. Rick Melmer from USD and the former Secretary of the Department of Education.

Smarter Balanced and New Language Arts and Math Assessments

Gay Pickner of the DOE Division of Curriculum and Career and Technical Education attended the meeting and informed the members of current activities involving preparation for the implementation of the new assessments.

South Dakota joined the Smarter Balanced Assessment Consortium (SBAC) in 2010. The consortium will produce a summative test that will measure Common Core State Standards from Grades 3–11 by 2014–15. The exam will use adaptive technology in the construction of the exam, meaning that a positive answer to a particular question will generate a more difficult next question (and the reverse for a wrong answer). This technology allows test length to be reduced over traditional tests. Also, SBAC will produce formative exams and resources that will be available for teachers throughout the year. These exams will inform instruction by giving teachers diagnostic information about the extent students have mastered concepts and developed necessary skills. Professional development resources will also be available through this effort. Pickner described how the consortium will ask for requests for proposals (RFP) to create assessments. Each state will have a voice in how the assessments are created through teacher representatives providing input. South Dakota will begin testing questions and adding aligned items on the 2013-14 assessment with full implemented in 2015. The testing window will be increased. A digital library of quality resources will be available to teachers after 2015. The new assessments will be implemented for Dakota STEP, Dakota STEP-A, and English Language Learners.

South Dakota is a member of the World-Class Instructional Design and Assessment (WIDA) consortium that created the English Language Learners ACCESS test for proficiency level and the W-APT testing for

identification. The ACCESS test will remain unchanged until 2015. Exit criteria will be mandated across the consortium, testing will go on-line, and the results will be available quicker.

English Language Learners

Shannon Malone, Title III Director, advised the committee members that 80-100 students took the alternative assessment for 2012. The English Language Development Standards will be aligned with the Common Core State Standards. New exit criteria is taking effect during the 2012-13 school year. The new criteria is a composite of 4.7 and a 4.5 on reading and a 4.1 on writing. Annual Measurable Achievement Objectives are performance targets that include:

- Making progress toward English language proficiency as measured by the state English language proficiency (ELP) assessment. This target will remain the same
- Attaining English language proficiency as measured by the ELP assessment.
- Meeting AYP as measured by the state content assessment (Dakota STEP). The percent obtaining proficiency will be made more rigorous. The DOE has submitted new targets to US ED for approval.

Title III/English Language Learners program and the Migrant Education program will sponsor a training conference on June 20-21 in Oacoma, SD. Districts and teachers of English learners are invited to attend the conference.

Title I Part C – Migrant Program

Jenifer Palmer, DOE Migrant Program Coordinator, informed the committee that a migrant program mini-conference will be held in Watertown. The program will co-sponsor an ELL Conference later in June in Oacoma. During 2010-11, the program had 239 qualifying students and during 2011-2012 the numbers grew to 968 students.

Parent Involvement Conference

Dawn Smith, DOE parent involvement coordinator, was unable to attend the meeting. Palmer reported that plans are underway for the 5th Annual Parent Involvement Conference to be held October 29, 2012, at the Ramkota Inn Rapid City. This conference is sponsored in conjunction with the South Dakota Parent Information Resource Center. Topics to be included in this year's conference include bullying awareness and helping parents understand assessments.

McKinney-Vento Homeless Education

Frame reported that raw data has come in on the number of identified homeless students during school year 2011-2012. Fifty-two districts identified qualifying students with a duplicated count of over 2,700. The department is in the process of asking each district to review their data. The DOE will eliminate any duplicates created by identified students moving from district to district and this will result in the actual count. The count is not expected to change significantly from the raw data and appears there will be an increase over the previous year.

Title I Part D – Delinquent

Frame distributed a copy of the revised goals and objectives for the Title I Part D State Plan as required in Section 1414. Frame explained the objectives that implement the goals established in the statutes. The committee had reviewed the entire plan in 2010. The plan was reviewed by the US ED technical assistance center since that time and was determined to be comprehensive. The next step will be to submit the plan to the US Department of Education for approval. (This plan does not address the

institutions for neglected children and youth as DOE funds those programs under Title I Part A not Part D.)

New Report Card

The Committee members were apprised of the fact that the DOE has secured a different vendor to work with the accountability reporting. A new format for the report card has been under development and will be implemented in July. The DOE will provide training to school district personnel in how to look at the report card and how to continue to report the data to parents and stakeholders. Requirements pertaining to reporting under ESEA will continue to be in force and as they were not allowed to be waived under the ESEA waiver application. The new report card and the reporting requirements can be found at <http://doe.sd.gov/NCLB/index.aspx> . A discussion followed on the reports generated from the assessment/accountability websites. The committee urged the DOE to ensure that the district desired data drives the process rather than being driven by the costs associated with generating the reports.

Other Topics

The committee members told the staff that they feel the monthly Title Time webinars are valuable and wish to see them continue.

Next Meeting

The committee set October 17, 2012, as the date of the next meeting and a start time of 9:00 a.m. to accommodate members driving in in the morning.

Adjourn

Motion by Willemssen, second by Bouza to adjourn the meeting at approximately 2:00 pm. Motion passed.