

*Oklahoma State Department of Education
Office of Standards and Curriculum
Title I, Part A*

Committee of Practitioners (COP) Meeting

Public Law 107-110, Section 1903(b)

Wednesday, December 16, 2009

Conference Call

Minutes

Dr. Cindy Koss, Assistant State Superintendent, Office of Standards and Curriculum, Oklahoma State Department of Education (SDE), called the meeting to order at 1:30 p.m.

Attending: Dr. Carol Cawyer, Ms. Ann Ewing, Ms. Trudy Green, Ms. Sarah Hall, Ms. Jill Hendricks, Mr. Mike Howe, Dr. Cindy Koss, Ms. JoAnn Layne, Ms. Jennifer Mankins, Ms. Geneva Matlack, Ms. Shirley Morgan, Ms. Karel Nichols, Ms. Mary Pearson, Ms. Lisa Pryor, Ms. Ester Reyes, Mr. Larry Smith, Ms. Jackie White, Ms. Kerri White, and Ms. Carol Wood

1) On agenda item #1, Welcome and Introductions

Ms. Kerri White, Executive Director of High School Reform, SDE, asked each participant on the conference call to identify themselves.

Dr. Koss reminded the committee that the purpose of the meeting was to advise the SDE on Title I Programs and drew their attention to the two goals of the meeting:

1. Consultation with the Title I Committee of Practitioners regarding the rules and policies of the Section 1003 (g) School Improvement Grants (SIG) Application, of the Elementary and Secondary Education Act under section 1903(b).
2. Discuss criteria for the LEA's application for a School Improvement Grant

2) On agenda item #2, School Improvement Grants Application 1003 (g) overview

Dr. Koss provided an overview of the School Improvement Grants (SIG) Application, including definitions used. Tier 1, Tier 2, and Tier 3 schools are defined in the application, and require Oklahoma to define "secondary schools." For purposes of this grant, Oklahoma will use the definition of "secondary schools" used for other federal reports, which includes middle schools, junior highs, and high schools. COP members agreed that this was an appropriate definition.

3) On agenda item #3, SIG criteria for evaluation of LEA application

- a. Analyzed needs of each Tier 1 and Tier 2
- b. LEA has demonstrated capacity
- c. LEA budget includes sufficient funds to implement the selected intervention fully

Dr. Koss explained the criteria for evaluation and requested that COP members participate in development of a rubric to evaluate whether LEAs have met the criteria.

- 4) On agenda item #4, Discuss criteria for the LEA's application for School Improvement Grant
 - a. Schools to be served
 - b. Descriptive Information including analysis of needs and selected intervention
 - c. Budget to indicate the amount of school improvement funds the LEA will use each year in each Tier I, Tier II, and Tier III school it commits to serve.

Dr. Koss and Ms. Mary Pearson, Executive Director of School Support, SDE, explained the application criteria. COP members asked questions to clarify which schools in school improvement, corrective action, or restructuring status generate funds and which LEAs qualify to apply for funds. Dr. Koss explained that Tier 1 and Tier 3 schools generate funds and any LEA with a school in Tier 1 and/or Tier 3 qualifies to apply for funds. The LEA may choose to fund schools in Tier 1, Tier 2, and/or Tier 3.

COP members also asked questions about which schools must be served. Dr. Koss explained that schools used to generate funds must be served at some level; Tier 1 schools within the LEA must be served using one of the four interventions defined in the application; and Tier 2 and Tier 3 schools may be served at the district's discretion.

COP members also asked questions about what happens if a school included in an LEA's application is removed from school improvement, corrective action, or restructuring during the period of the grant award; and about the waiver allowing schools to "start over" in school improvement status if one of the four interventions were applied. Both topics need further clarification from USDE to be answered.

- 5) On agenda items #5 LEA Assurances, #6 Appendix A - Priorities in Awarding School, and #7 Appendix B – LEA Budgets and SEA Allocations

Dr. Koss drew attention to these elements in the application and asked that COP members read them carefully.

6) Next Steps

Dr. Koss asked that each COP member continue to review the application and submit the following by Monday, January 11, 2010, via email to Dr. Koss, Cindy_Koss@sde.state.ok.us, and Ms. Pearson, Mary_Pearson@sde.state.ok.us:

1. Any questions or concerns about the application
2. Ideas about qualifications/criteria for the application rubric
3. Commitment to participate on the application/rubric writing committee
4. Commitment to participate in the application reading/scoring committee

Dr. Koss adjourned the meeting at 2:31 p.m.

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