

Oklahoma State Department of Education
2500 North Lincoln Boulevard
Oklahoma City, Oklahoma 73105
Oliver Hodge Building
State Board Room
Meeting of the Title I Committee of Practitioners
March 31, 2009

Minutes

Dr. Cindy Koss called the meeting to order at 1:32 p.m.

Attending: Ms. Jackie White, Dr. Linda DeSpain, Mr. Robert Burton, Sr., Mr. Tim Green, Ms. Marsha Gore, Ms. Heather Harper, Ms. Kathy Dunn, Mr. Tom Sipe, Ms. Glenda Cobb, Ms. Shirley Morgan, Ms. Esther Reyes, Ms. Debbie Quadracci, Mr. Fred Rhodes, Ms. Tuccoa Polk, Mr. Danny Jacobs, Mr. Rick Bishop, Mr. Larry Smith, Dr. Lois Howard, Ms. Trudy Green, Ms. Carol Wood, Ms. Karel Nichols, Dr. Pam Deering, Ms. Jo Ann Layne, Ms. Vivian Bunch, Dr. Carol Cawyer, Ms. Brenda Burkett, Ms. Ngoc Huynh, Ms. Jennifer Mankins, Ms. Ann Ewing, Dr. Cindy Koss, Ms. Mary Pearson, Ms. Gina Scroggins, Ms. Jill Hendricks, Ms. Jackie Mania, Ms. Joyce Wright, Mr. Gary Hurst, Ms. Amber Polach, and Ms. Kerri White

1) On agenda item number 1, Welcome and Introductions

Dr. Cindy Koss, Assistant State Superintendent, Oklahoma State Department of Education, started the meeting by asking the committee members to introduce themselves. Dr. Koss reminded the committee that the purpose of the committee is to advise the State Department of Education (SDE) staff in the management of Title I programs.

2) On agenda item number 2, American Recovery and Reinvestment Act (ARRA) of 2009

Dr. Koss stated that the guidance for the ARRA funds will not be released until April 1, 2009. Dr. Koss shared with committee members the fact sheet released from the United States Department of Education (USDE) on March 7, 2009 and the PowerPoint released on March 24, 2009. She also shared a draft of the timeline for the release of funds. Dr. Koss stated that the four reforms that must be the focus of the ARRA funds are as follows:

- a) Making progress toward rigorous college- and career-ready standards and high-quality assessments that are valid and reliable for all students, including English language learners and students with disabilities;
- b) Establishing pre-K-to college and career data systems that track progress and foster continuous improvement;
- c) Making improvements in teacher effectiveness and in the equitable distribution of qualified teachers for all students, particularly students who are most in need;
- d) Providing intensive support and effective interventions for the lowest-performing schools.

Dr. Koss stated that districts should also consider some of the goals of the America Competes Act (ACA) of 2007 which will be closely tied to the ARRA funds. The ACA focuses on science,

technology, engineering and mathematics. Dr. Koss stressed to committee members that the SDE and the districts must ensure that funds are tracked closely to ensure transparency and accountability. She stated that Superintendent Sandy Garrett is meeting with members of the governor's office and other agencies to ensure that all ARRA funds, especially those going to education, will be spent effectively. The first half of the money will be sent to districts in April as Federal fiscal year 2009 money, but the funds will be available to be spent immediately in alignment with the current consolidated application. These funds will not expire on June 30, 2009. The Title I stimulus funds are two year funds; however, eighty-five percent of the funds will need to be spent by September, 30, 2010. USDE stresses the recommendation that the funds should be spent quickly yet efficiently. At this time we do not have guidance for the carryover or set-aside requirements. Dr. Koss mentioned that specific questions should be sent to SDE staff so that we can work to create a list of questions.

Jackie White, Executive Director of Pupil Accounting/Grants, Union Public Schools, stated that a problem in the districts is that personnel will not start until August. Job postings, contracts, board approval etc. all take time and the initial fifty percent will not be able to be utilized until the fall. Mr. Robert Burton, Executive Director of Title I and School Improvement, Tulsa Public Schools, asked if schools that are identified for services next year can be served with the initial fifty percent. Dr. Koss stated that sites not identified for services this year may not receive services until next year.

Dr. Koss reiterated that the ARRA funds are in addition to the regular Title I allocation. She also stated that at this point we do not have waivers and that the fact sheet states that the supplement, not supplant provision will not be waived except in cases of severe shortfalls. At this time, Oklahoma is not experiencing a severe short fall. Oklahoma experienced a severe short fall in 2002-2003 that has still not been corrected. Dr. Koss also stated that the comparability requirement will not be waived. Estimates are still preliminary.

The message that was delivered at the Chief State School Officers meeting was that the ARRA funds were requested and now districts should do their best to spend it wisely. Dr. Koss also mentioned that both the McKinney-Vento Homeless Grant and the Neglected and Delinquent Grants will be receiving additional funds as well.

Ms. Kathy Dunn, Director of Federal Programs, Mid-Del Public Schools, asked if the funds for McKinney-Vento would be allocated with a formula or be available through a competitive process. Dr. Koss stated that she was not sure at this time. Dr. Koss asked the committee to share some of their ideas as to what the districts are planning for the stimulus funds. Ideas that were shared are as follows: 1) intensive reading software at the middle school level, 2) extending summer reading programs to all sites, 3) putting more resources into the extended day program, 4) equipping classrooms with technology, 5) professional development, 6) instructional coaches, 7) extended day kindergarten, 8) parent liaison/community partnerships, and 9) Bridge Programs. Ms. Debbie Quadracci, Director of Federal Programs, McAlester Public Schools, asked how the instructional coaches will be maintained once the stimulus funds were gone. Ms. Dunn asked if Title II, Part A funds may be used, since it would be moving from one federal fund to another federal fund. Dr. Koss stated that this would be allowable. Ms. Dunn also asked if she could extend the pre-kindergarten program in a few school sites since there is already one at each site. Dr. Koss stated that the extended pre-kindergarten program as Ms. Dunn described would be allowable. Mr. Burton also suggested targeting funds to secondary schools by looking at programs with a focus on transitioning to college.

ARRA reporting will be by district and by site. We are waiting on a template from USDE to find out how we are going to report the information. Ms. White asked if we still need to do a per-pupil report. Dr. Koss stated that she was not sure and we should wait for guidance from USDE. Dr. Koss stated that if the reports are due to USDE quarterly, SDE will probably require monthly reports from the districts.

Ms. Dunn asked if the districts will be able to use any portion of the funds for administration. Dr. Koss stated that she did not know, but she did know that the state will not be able to set-aside any portion for administration. Dr. Carol Cawyer, Director of Federal Programs, Norman Public Schools, asked if any additional funds may be sent to the Consolidated Administrative Cost (CAC) application. Dr. Koss stated that she was not sure, but that the questions being received are all great questions. Ms. Wood suggested placing the questions on the web site even if the answers are not available yet.

Dr. Koss stated that private schools are entitled to their equitable portion of the Title I funds. Ms. Vivian Bunch, Director of Federal Programs, Enid Public Schools, added that the funds are only for the private schools that completed the Intent to Participate form for 2008-2009 and selected Title I. Ms. Carol Wood, Director of Federal Programs, Mustang Public Schools, stated that a message has been sent out from the Catholic diocese to seek Title I assistance.

Dr. Koss wanted to make sure the committee understands that the State Fiscal Stabilization Fund (SFSF) will be funded through the governor's office using the state formula. Any communication sent out will come from the SDE with a blue banner at the top to indicate that it is concerning the ARRA funds.

- 3) On agenda item number 3, Title II, Part A - Equitable Distribution of Teachers – Public Law 107-110, Sections 1111(b)(8)(c) and 1112(c)(1)(L)

Dr. Koss discussed the handout from the National Comprehensive Center for Teacher Quality (NCCTQ) stating the top ten lessons learned from earlier USDE visits to states. Dr. Koss asked the members to share their experiences with having teacher information on the Oklahoma Educator Credentialing System (OECS). Overall the response from the committee members regarding the OECS was positive, though some identified some issues with the system.

Dr. Cawyer shared her confusion concerning what information we were asking for in the Title II, Part A monitoring protocol. Her question was should all teachers be included in the experienced versus inexperienced or just the core content area teachers. Dr. Koss stated that it should only be core content areas. Ms. Amber Polach, Program Specialist, Oklahoma State Department of Education, stated that we would be more specific in what information we wanted in the protocol in the future. Dr. Koss stated that highly qualified information is reported in the district and site report cards. The equitable distribution requirement is above and beyond the highly qualified requirements and is speaking of experienced versus inexperienced. Ms. Wood stated that the information also needed to look at a lot of other information such as degree, turnover, and National Board Certification.

Dr. Koss asked Ms. Dunn to share the information that she brought with her concerning the equitable distribution data from Mid-Del Public Schools. Ms. Dunn pointed out that what she discovered in looking at the data was that one site that had a high number of inexperienced teachers was still one of the highest achieving schools in the district. Just because a teacher is inexperienced does not necessarily mean that the teacher will be ineffective. Ms. Dunn did state that as a result of the data she will have a

meeting with principals to discuss their hiring practices. Ms. Dunn also addressed the committee with her concern over paying incentives to move experienced teachers to low-achieving, high minority sites when the people who have dedicated their lives in that school site do not receive any incentive for staying.

Dr. Koss commended Ms. Dunn on her plan to meet the requirements and asked the committee to consider helping the SDE staff with videoconferences on the equitable distribution topic. Ms. Wood suggested that all items posted on the web site begin with a date.

Ms. Quadracci requested that documents be in Microsoft Word® when posted on the web site. Ms. Polach shared with the committee the addition in the Consolidated Application Workbook of Goal 3c to address equitable distribution.

4) On agenda item number 4, Title II, Part A – Compliance Monitoring Protocol

Ms. Gina Scroggins, Program Specialist, Oklahoma State Department of Education, shared with the committee the protocol document and stated that the equitable distribution piece is one part of the document. Districts were selected to participate based on their highly qualified teacher percentage. The process began on February 27, 2009 and will conclude on April 6, 2009. The current protocol was created by merging a document from USDE with an SDE document used to monitor Title II, Part A in the past. Ms. Scroggins asked the committee members if any would like for her to go in depth on the protocol. Ms. Tuccoa Polk, Director, Oklahoma Parent Information and Resource Center, asked what the process is once the SDE receives the protocol document. Ms. Scroggins answered that once we receive the document the SDE staff will review and offer any recommendations. Once recommendations are cleared then a letter is sent thanking them for sending in the documents. Dr. Koss stated that we assist the district in meeting compliance requirements. When USDE comes to monitor in the fall they will monitor the SDE not the districts. Mr. Burton stated that he received his visit last week in Title II, Part A. He viewed the visit as a chance to receive technical assistance and work with SDE staff to ensure compliance with program requirements.

5) On agenda item number 5, Consolidated State Application Training

Ms. Joyce Wright, Programming Consultant, Oklahoma State Department of Education, shared with the committee the plan to have training in the computer lab this summer for those practitioners across the state that are new to federal programs. The training will cover the steps for accessing the School District Reporting Site (SDRS) and how to complete the Title I, Part A application. Dr. Cawyer asked where individuals could register. Dr. Koss stated that we are not going to open training until we have more information concerning the ARRA funds. Ms. Wright also stated that the SDE staff were preparing to present the Title I application in a videoconference on May 6th and 7th. The dates are tentative due to the ARRA funds. Ms. Marsha Gore, Executive Director of Federal Programs/Curriculum, Shawnee Public Schools, asked if streaming the videoconferences on the web site so that individuals may review them after the videoconference has been conducted would be a possibility. Mr. Gary Hurst, Program Specialist, Oklahoma State Department of Education, stated that streaming is something that is being looked into; however, technology capabilities are not all the same around the state and it is difficult to have a two hour videoconference on the web site for review without sacrificing speed and quality.

6) On agenda item number 6, Summary of Proposed Next Steps

A list was created of items for SDE to consider: 1) Tie snapshot dates together particularly with the Title II, Part A protocol. 2) Date documents on the web site. 3) Add a Title I link to the web site index. 4) Templates need to be in Microsoft Word®, not writable pdf format. 5) Post the pending questions for ARRA funds on the web site. 6) The Title II, Part A protocol should include the words “for core” when referring to experienced and inexperienced teachers. 7) Post the registration for the summer application training. 8) Include district staff in compliance videoconference.

Meeting adjourned at 3:30 p.m.

ap