

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

Minutes

Kathy Draper called the meeting to order on November 29, 2006 at 1:05 p.m.

Attending: Mr. Danny Jacobs, Mr. Robert F. Burton, Sr., Ms. Roberta Ellis, Mr. Mike Anderson, Mr. Rick Bishop, Ms. Vivian Bunch, Ms. Alexis Combs, Ms. Geneva Matlack, Ms. Terry Fraley, Ms. Ann Ewing, Mr. Jerry Privett, Ms. Kathy Dunn, Ms. Mary Shannon, Ms. Debbie Quadracci, Ms. Jennifer Mankins, Mr. Gary Hurst, Dr. Cindy Koss, Ms. Kathy Draper, Ms. Amber Polach, Dr. Ramona Paul, Mr. Dean Laurent, Mr. Dean Hupp, and Ms. Gayle Castle.

1) On agenda item number 1, Introductions and Introductory Comments

Ms. Kathy Draper, Team Leader, with the Office of Grants Planning and Monitoring, welcomed the committee members and announced a switch in the order of agenda items number three and two.

2) On agenda item number 2, Oklahoma Web-based Educator Credentialing System (OECS)

Mr. Dean Hupp with Hupp Information Technologies demonstrated the new Oklahoma Web-based Educator Credentialing System that will be released live in January 2007. The system will keep track of teachers' qualifications to ensure that the teacher's assignments align with their education and experience. The teacher will be responsible for entering his/her information and the school principal and the district administration will be responsible for approving. Dr. Cindy Koss, Assistant State Superintendent, with the Office of Standards and Curriculum, let the committee know that an important function of the system is that it automatically knows the teacher is highly qualified in a particular area if the teacher has taken and passed the Oklahoma Subject Area Test, met certification requirements, and/or possesses the appropriate major coursework. HOUSSE documents will need to be manually typed in and be approved by the principal and superintendent. Dr. Ramona Paul, Assistant State Superintendent, with the Office of Professional Standards let the committee know that the principal is the defender of the HOUSSE and so has the right to deny a teacher's HOUSSE. Dr. Koss mentioned that the OECS system will be able to generate a report of qualified teachers and this report will be very useful at the beginning of each school year when teaching assignments are scheduled. The committee recommended that the system could use a place to enter prefixes from the teacher's transcript to assist in building points for the HOUSSE. Ms. Roberta Ellis, Director of Federal Programs, with Tulsa Public Schools

recommended that the wording on the OECS screen where the teacher is asked if they are a special education teacher be revised so that the regular education teachers that teach children with special needs know how to answer. The reaction from the committee regarding the new system was positive.

3) On agenda item number 3, Special Education Funding for Early Intervening Services

Dr. Alicia Limke, Associate Director-Data/Finance, with the Office of Special Education Services, represented Ms. Misty Kimbrough, Assistant State Superintendent, Office of Special Education services. Dr. Limke shared with the committee information regarding one-time federal funds available for early intervening services. The project code is 623. Dr. Limke stated that the funds were prereferral monies and were to be offered to students with additional needs before identification. Professional development funds are to be used for regular education teachers regarding early intervening services. The funds can be used for computer equipment, travel associated with professional development, and some salaries such as an after-school tutor. Any funds left at the end of the fiscal year will be able to be carried over one year. At the end of the fiscal year the district must count and report the number of students served.

Mr. Alan Logan, Coordinator-OAAP/PD, with the Office of Special Education Services, gave the committee an overview on the Severe Discrepancy Model and the Response To Intervention Model (RTI) to identify the students who need early intervention services before the student is referred to the special education program.

4) On agenda item number 4, Parental Outreach

Ms. Terry Fraley, Director of Title I, and Ms. Alexis Combs, Title I Compliance Officer, with Oklahoma City Public Schools, represented Dr. Alan Ingram, Executive Director of Federal Programs. Ms. Fraley stated that Oklahoma City Public Schools serves over 40,000 students. Eighty-six percent of Oklahoma City Public School students are eligible for free/reduced lunch. Ms. Fraley acknowledged that parental involvement in low-income circumstances is difficult to obtain. Ms. Fraley introduced Ms. Combs who described two parental involvement events that Oklahoma City Public Schools has put together. The Safari Celebration event invited parents to the Zoo where information booths were set up. Transportation was provided. Ms. Combs mentioned that the local schools and the community provided entertainment. She stated that the big draw was especially the free prizes that were given away by various donors. Parents were given books and invited to visit their child's school for more information. The second parental involvement event, National Parental Involvement Week, is held the week of November 16, and provides themed day visits welcoming parents to the school. The themed visits include "Doughnuts for Dad" and "Muffins for Mom."

5) On agenda item number 5, Supplemental Educational Services

Ms. Roberta Ellis, Director of Federal Programs, and Mr. Bob Burton, Title I Director, with Tulsa Public Schools, shared some of Tulsa's experience in providing the supplemental educational services for eligible students. Ms. Ellis and Mr. Burton stress for those districts with school sites in the school improvement process to provide vendors guidance and give all parents reasonable access to choose supplemental services for their children. Mr. Burton described the vendor fair process to the committee. He stated that the parents are notified by first class letter of the dates and times that the vendors will be available. The vendors will meet with parents for 3-5 minute sessions and food is provided. The vendor then sets up a booth in the cafeteria or another venue to offer more information for interested parents. Vendor fairs are closed on November 1 and the deadline for enrollment is November 30. If there are still funds available for supplemental services after the initial enrollment deadline the principal may target certain students and allow vendors to send information to the families. Dr. Dunn asked for clarification on which students are allowed to participate in supplemental educational services. Mr. Burton stated that all students in a school that is in their second year of school improvement must be offered supplemental educational services. Priority is given to those who are at most risk of failing.

6) On agenda item number 6, High School Curriculum Resources Curriculum Mapping

Dr. Jennifer Watson, Team Leader, with the Office of Standards and Curriculum, gave the committee an overview on *Breaking Ranks II*, a guide for high school reform that is aligned with the Nine Essential Elements Framework. Dr. Watson also shared a list of helpful Web sites and provided several handouts highlighting various professional development opportunities including Dr. Douglas Reeve's "Beyond Islands of Excellence" and Dr. Marzano's "Building an Academic Vocabulary." Dr. Watson explained that the Curriculum Mapping Support Group meets the second Wednesday of every month to share ideas. The ACE Steering Committee was created to address what remediation and incentives should be offered to students who do not score at the satisfactory or advanced performance level on the End of Instruction tests.

7) On agenda item number 7, Questions and Comments

Ms. Draper asked the committee to take a few minutes to look at the Needs assessment/survey for a Federal Programs Conference and provide any feedback. Ms. Combs recommended that the personal information request be removed. Ms. Draper stated that the survey should be online sometime soon so that all districts may complete the form. Ms. Dunn wanted to share a success story from Mid-Del Public Schools concerning a Parent Book Study. Eight books were ordered and forty families showed up. Mid-Del has now had a request for more. Ms. Dunn highlights Traub Elementary after-school book study has a participation rate of 67 percent.

Meeting adjourned at 3 p.m.

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