The meeting was called to order by Diane Stuehmer, Federal Programs Administrator at 9:01 AM in the absence of Chairperson, Renee Hyde.

**Attendees**

Eileen Barks

Veronica Estevez

Susan Evans

Tina Forte

Michele Hensley

Linda Hix

Renee Hyde

Kraig Lofquist

Deb Ross

Kris Schneider

Kristen Schultz

Bob Ziegler

**NDE Staff**

Brad Conner

Brooke David

Pat Frost

Karen Hardin

Randy McIntyre

Cathy Mohnike

Diane Stuehmer

Beth Wooster

Benjamin Zink

Beth Wooster

**Not in Attendance**

Donna Bishop

Cheryl Burrell

Anne Caruso

Andy Defreece

Lyn Forester

Jan Handa

Bill Heiman

Sue Henry

Renee Hyde

Melody Hobson

Tara James

Sharon Katt

Joan Luebbers

Ann Nickerson

Susan Oliver

Pat Madsen

Deb Romanek

Terri Schuster

Barbara Sunderman

**Welcome/Introductions**

Diane Stuehmer, Federal Programs Administrator, introduced new members Veronica Estevez and Benjamin Zink, Migrant Education Consultant, Nebraska Department of Education (NDE) to the committee and sadly announced the resignation of Don Eberle from the committee. Diane Stuehmer asked the committee to introduce themselves and express what they liked best about fall.

**Nebraska Open Meetings Act Reminder**

Diane Stuehmer reminded the committee that the committee follows the Nebraska Open Meetings Act. A written copy of the Open Meetings Act is available for review at all Committee of Practitioner’s Meetings. Diane Stuehmer asked if there was any public comment, there was no response.

**Approval of Minutes from June 21, 2017**

Eileen Barks made a motion to approve the meeting minutes and Tina Forte seconded the motion, a role call vote of the members unanimously approved minutes.

**Updated COP Process Rules**

Diane Stuehmer reviewed the proposed changes to the Committee of Practitioners process rules in its draft form. Deb Ross made a motion to adopt these changes, Michelle Hensley seconded, a roll call vote among the attending members unanimously voted to adopt the proposed changes.

**Elementary and Secondary Education Act (ESEA) Every Student Succeeds Act (ESSA)**

Diane Stuehmer shared a Powerpoint presentation outlining Every Student Succeeds Act (ESSA) and information submitted in Nebraska’s State Plan. Diane Stuehmer informed the committee that ESSA allows more flexibility in how funds are spent, however, Nebraska Department of Education (NDE) must continue monitoring all programs to ensure Federal Programs law is being followed. Nebraska’s plan focuses on Accountability for a Quality Education System, Today and Tomorrow **(**AQuESTT), and the State Board’s Strategic Plan.

Nebraska’s plan was submitted September 13, 2017 to the U.S. Department of Education and on September 22, 2017, NDE received a request from USDE asking for additional information. At this time no other information has been received, USDE has 120 days from the date of submission to provide a response to the proposed State plan. A copy of the Power Point can be viewed at: <https://www.education.ne.gov/federalprograms>/.

**2017-18 revised allocations for Titles I & II due to Continuing Resolution**

Diane Stuehmer informed the committee there was a small decrease in the amount allocated for Title I and Title II-A. Revised allocations are now available on the website.

**ESSA Consolidated Application for 2017-18**

Diane Stuehmer reviewed sections of the Consolidated Application. A change to the section “District Goals and Needs” was discussed. District Goals are tied to AQuESTT.

* “Goal Eight” is specific to using Title II-A funds for professional development, including the level of the evidence-based practice for the activity.

The application is currently being reviewed and tested internally. Diane Stuehmer reminded the committee that once the application is released NDE Federal Programs staff would be available to come out to the ESUs and assist with any questions or instructions needed. A power point presentation will be available in the near future.

**Accountability Application for 2017-18**

Karen Hardin, School Improvement and Title I Consultant, reported that the Title I-A Accountability Grant application is now open. NDE made a decision to focus on schools with the greatest need for improvement and not award year 1 schools any funds for the 2017-18 school year. This gives a larger allocation to those buildings with greater need and prevents districts from struggling with how to make the best use of this funds.

Randy McIntyre, School Improvement Coordinator and Title I Consultant, shared that an additional question was added to the School Improvement Narrative page on the grant. The purpose of this question is for districts to address how the funds will be spent.

Question 1a asks for intervention strategies implemented and question 1b addresses how accountability funds will be spent to support the chosen improvement efforts addressing the improved student academic achievement in area(s) of need.

**Title I-C Migrant Application for 2017-18**

Benjamin Zink, Migrant Education Consultant, reports there is 5.7 million dollars allocated to thirteen projects across the state. This allocation was based on instruction and services from the “15-16” school year.” Responding to a question as to whether the Migrant grant would ever be included in the Consolidated Application, Diane responded, “The Migrant Application originated in the “Consolidated Application, but due to a federal audit, the U.S. Department of Education recommended the Migrant portion be a separate application.”

**Nonpublic Equitable Services**

Diane Stuehmer advised the Committee that ESSA equitable services must be provided and funds obligated in the fiscal year for which the funds are received by the Local Educational Agency (LEA). Make sure the public schools are working with nonpublic schools to complete their projects and services.

Title II-A amounts on the website are accurate, Title I nonpublic funds may not accurate, NDE has provided a spreadsheet on the website to assist Districts in determining Title I equitable services amounts. This is available under “ESEA/NCLB Title I-A Allocations and Reallocations” listed as “Title I Equitable Services Amount” the page can be found at:

<https://www.education.ne.gov/federalprograms/title-i-a-educationally-disadvantaged/.>

**Title I Website:**

Diane Stuehmer announced NDE’s website has been updated, navigation may be difficult until all processes are in place. You can find Federal Programs by following the link provided: [https://www.education.ne.gov/federalprograms/title-i-a-educationally-disadvantaged/Title I Distinguished Schools](https://www.education.ne.gov/federalprograms/title-i-a-educationally-disadvantaged/Title%20I%20Distinguished%20Schools)

**Onsite monitoring**

Beth Wooster reports the monitoring schedule is being updated as one ESU requested that all of the schools in their consortia be on the same monitoring year. The monitoring schedule will not change for other districts.  The updated schedule will be posted by next week.

“The Monitoring Guide Checklist” in (pdf) and (word) format are located at:

[https://www.education.ne.gov/federalprograms/elementary-and-secondary-education-act-esea/#monitoring](https://www.education.ne.gov/federalprograms/elementary-and-secondary-education-act-esea/%23monitoring)

**Title I, Part A: Educationally Disadvantaged**

**Schoolwide Peer Review**

Beth Wooster reminded the committee that the Schoolwide Schedule remains as previous years.

* One year schools will create or revise their Schoolwide plan which is reviewed by others,
* the next year the school participates in the Districts monitoring where the Schoolwide Plan is reviewed by NDE.
* the next year the school does a Self-Review that is to be submitted to NDE and also reviews other school’s plans.
* This schedule has been received positively based on school feedback.

**Updated Schoolwide Rubric**

Beth Wooster reported revisions to the Schoolwide Rubric. These revisions are necessary in large part due to ESSA and scoring issues during the last Peer Review.  Optional items were removed from the rubric due to reviewers scoring lower if the items were not included. Only required documentation is listed – additional documentation is always encouraged. Additional changes involve the required pieces of the “Parent and Family Engagement Policy.” These have been updated to align with the ESSA requirements. Eileen Barks made a motion to approve the proposed revisions, Tina Forte seconded. A roll call vote of the committee unanimously voted to approve the revisions.

* **(Reminder: Schoolwide Intent forms are due November 1, 2017)**

**Comparability**

Beth Wooster stated Comparability opened yesterday, October 16th, for viewing.  The save and submit button will become active on November 1st, and are due by November 15th. Only districts that have more than one building of the same grade span with at least 100 students per building and at least one of the buildings is served with Title I funds, are required to complete the report. This includes twenty-six districts in Nebraska.

Beth Wooster informed the committee the “Sample Title I Parent and Family Engagement Policies”, and “School/Parents Compact” documents are available on the NDE website at: <https://www.education.ne.gov/federalprograms/title-i-a-educationally-disadvantaged/>

**2018 National Title I Conference**

Diane Stuehmer informed the committee the 2018 National Title I Conference is in Philadelphia, Pennsylvania – February 8-25, 2018. Registration is open. Conference information is available at <http://www.titlei.org/conference>

**Comprehensive Support and Improvement (CSI) / Targeted Support and Improvement (TSI)**

Diane Stuehmer reported to the committee Comprehensive Support and Improvement (CSI) begins in 2018-2019 and identification will be determined from data in the 2017-2018 school year. Five percent or approximately twenty-eight schools of the lowest achieving schools will be included. Intervention strategies have not been finalized.

Targeted Support and Improvement (TSI) based on subgroups will not be identified for 2018-19.

**ESSA Paraprofessional Requirements**

Cathy Mohnike, Title VII-B Homeless Coordinator and Title I Consultant, reminded the committee of the requirements for the supervision of paraprofessionals. Paraprofessionals must work under the direct supervision of a teacher. This means that the teacher prepares the lessons and plans the instructional support activities the paraprofessional carries out, and evaluates the achievement of the students **and** the para works in close and frequent proximity with the teacher. Federal law prohibits a program staffed entirely by a paraprofessional.

**Review and discuss C.O.P. membership needs during Working Lunch**

Diane Stuehmer asked the committee to discuss individuals who might be a good fit for the committee, specific areas would include career and technical educators, members of local school boards and parents. Please submit these candidates to the Ad-Hoc committee or Diane Stuehmer.

**School Improvement Grant (SIG)**

Karen Hardin reported that there are currently seven School Improvement Grant (SIG) schools. Karen Hardin and Randy McIntyre are in the process of completing fall onsite visitations. They have completed five visitations and will visit the last two schools tomorrow, October 18, 2017. Final Reimbursement requests for the 2016-2017 SIG Grant have been submitted to NDE and are in the process of being reviewed. Once these final reimbursement requests are approved NDE will move forward with opening up the supplemental grant application for all seven SIG recipients. It looks like the best estimation is approximately $300,000 will be made available. Karen and Randy are hoping to get this application open soon and funds made available by January 2018.

**Title I-C: Migrant Education Program (MEP)**

Benjamin Zink, Migrant Education Consultant, informed the committee that every three years the Migrant Education Program is required to do a “Comprehensive Needs Assessment” this will be conducted on November 8, 2018. The committee is composed of NDE staff, School District staff and Community Program staff. The focus is on the educational needs of migrant students and determining processes that will assist the students achieve success. A service delivery plan is part of the process.

A Migrant Education Conference will be scheduled in the spring of 2018.

**Title I-D: Neglected and Delinquent**

Pat Frost, Neglected and Delinquent Coordinator and Title I Consultant, reported:

* Subpart Title I-D State Agency ESSA application will be online this year.
* The National Title I Part D conference will be held in June and Ms. Frost will attend
* The Superintendent Letter for foster youth and YRTC youth is posted on the Federal Programs website.
* Committees such as the Education for System Involved Youth, the Commissioner’s Practitioner’s Committee, LEAP Youth Careers, and Foster Care Normalcy Committee have a priority for at risk youth and Ms. Frost is a member.
* Caseload October counts are open in the CDC and the Title I, Part D Annual Performance Reports are completed.

**Title II-A: Supporting Effective Instruction**

Brad Conner, Former Title IIA Coordinator is resigning his current position at NDE to Karen Hardin. Karen Hardin will serve as the Title II-A Coordinator along with her additional duties as School Improvement Coordinator.

 Brad Conner informed the committee that Nebraska received approximately $800,000 less in Title II-A funds for 2017-18 compared to the previous year. NDE will reserve approximately 5% of the allocation for statewide professional development support to LEAs, with 2.85% for “Leadership Capacity Building” in local districts. The remaining amount will be distributed to school districts within the ESSA Consolidated Grant application. ESSA opens up the use of Title II-A funds to all teachers, principals and ‘other school leaders’. This is not as restrictive as was outlined in NCLB, where it had to be used only for CORE teachers. However, some restrictions will be in place regarding the use of these funds both for PD and for Class Size Reduction to reflect that districts are meeting the “Evidence Based” requirements in ESSA.

**Title III: English Language Acquisition**

**Rule 15 Revision/Update**

Brooke David, Title III Consultant highlighted changes to Rule 15. The handout is on the NDE Federal Programs website under the Committee of Practitioners heading.

Among key changes: Limited English Proficient (LEP) will now be English Learner (EL).  Other changes include:

* One of the Home language survey questions will be changed
* 30-day timeline for parent notification will be added
* Terminology changed from research-based to “effective” for programming
* Added access to programs and activities including Special Ed., if appropriate, to programming
* Revised and eliminated some language to clarify the qualification of EL teachers and the PD requirement
* Added Content and ELP Standards to section around assessment
* ELs with disabilities will have access to both IEP and linguistic accommodations
* K-12 standardized statewide exit procedures based on proficient ELPA score
* Removed teacher recommendation
* Removed content assessment option
* Monitoring EL students changed from 2 to 4 years
* Added analysis of additional district, school, and program data to program review

A question has been added to the consolidated grant application: “Describe how Title III funds will be spent on parent, family, and community engagement activities.”

Monitoring Guide changes include effective activities and strategies that will include parent, family and community engagement.  Two pieces of evidence are to be collected on monitoring visits:  Parent notification letter and program review written report.

Additional information is available on the NDE Title III website at <https://www.education.ne.gov/?s=Title+III>.

**Title IV-A: Student Support and Academic Enrichment Grants (SSAE)**

Brad Conner informed the committee NDE would distribute approximately $1,843,000 in new Title IV-A funds through competitive one-year grants to LEAs. Twenty- five districts have filed applications and are currently under review by the NDE committee.

The grants are available for use for any of the following areas:

* Provide students with access to well-rounded education;
* Improve school conditions for student learning; and/or
* Improve the use of technology in order to improve the academic achievement and digital literacy of all students

There are some additional restrictions within the ESSA requirements regarding the use of these funds for technology infrastructure, which they define as including just about anything attached to a computer, including software. Recommendations for approval of these applications are scheduled to go to the State Board in November.

**Title IV-B: 21st Century Community Learning Centers (21st CCLC)**

Diane Stuehmer informed the committee of the 21st Century Grant Competition. The grant application must be postmarked by February 1, 2018. Additional information available at <http://www.education.ne.gov/21stcclc/>.

**Title VI: REAP – Rural Education Achievement Program**

**SRSA – Small Rural School Achievement Program (SRSA)**

Brad Conner reported Nebraska had 180 LEAs eligible to receive SRSA funds via the [www.g5.gov](http://www.g5.gov) website. This new application process proved difficult for some districts to complete. Five districts were unsuccessful in completing the application within the deadline. They will be able to try to apply again for these funds in 2018.These grants no longer carry the “Tydings Amendment” however, so the new FY 17 SRSA funds must be obligated by the end of September of 2018.

**RLIS – Rural Low-Income School Program**

Brad Conner reported that two districts (Mitchell and Scottsbluff) continued to qualify for RLIS funds under Title VI-B. They will share an allocation of approximately $64,500. This reflects about an 18% reduction from the prior year. These funds will be distributed directly from NDE via a paper application process. FY17 RLIS funds can be carried over and therefore these two districts have until Sept. of 2019 to obligate these funds.

**Title VII-B: McKinney-Vento Homeless Assistance Act**

Cathy Mohnike informed the committee she attended a convention in Kansas City concerning “Unaccompanied Homeless Youth”. The format used was effective. First, an expert in the field would give the broad overview of a program or a part of the law. Next, a panel of boots-on-the-ground people would discuss how that translates to real life. The big take-away was to include the youth at all phases of the planning and evaluation of programs.

Nebraska’s 2017-18 McKinney-Vento allocation is slightly more than last year. North Platte is a new grantee this year. Check on the NDE website-Homeless page to find out all the grantees and the amount of their award.

Due to ESSA every district must have a homeless liaison that has taken McKinney-Vento training. NDE has contracted with Edify to supply the online training and tests. These will be available on all devices. Watch the NDE Bulletin for information concerning the opening date. It will be important that on GMS the correct person is entered as the Homeless Contact person as that name will be the one who will take the training and test.

**Head Start Service Area brochure**

Beth Wooster shared a brochure for Head Start. This brochure is on the NDE Federal Programs website under Committee of Practitioners Information.

**Hispanic/Latino Summit – held Monday, October 16, 2017 in Kearney**

Beth Wooster reported on the Hispanic/Latino Summit –

The 14th Annual Hispanic/Latino Summit was held October 16,2017, at the Younes Conference Center. Over 600 students attended. Joaquin Zihuatanejo was the keynote speaker and there were 18 breakout sessions. Fifteen students received $1000 scholarships.

**Next Meetings**

**Tuesday, March 20, 2018 @ Hastings College Daugherty Center**

**Tuesday, June 19, 2018 @ Lincoln Public Schools District Office Board Room**

The meeting adjourned at 1:00 PM.