

**ACTION SUMMARY SHEET
STATE BOARD OF EDUCATION**

DATE: July 9, 2012

ISSUE: Approval of Agenda

BACKGROUND:

SUGGESTED MOTION/RECOMMENDATION:

To approve the Agenda for the July 9, 2012 State Board of Education Teleconference Meeting

SUPPORTING INFORMATION ATTACHED:

- Agenda

PREPARED BY: *Chelsie Bailey*
Chelsie Bailey, Executive Assistant

APPROVED BY: _____
John Masters
State Board of Education Liaison

ACTION TAKEN BY STATE BOARD: _____ **DATE:** _____

COMMENTS:

State Board of Education

Teleconference

July 9, 2012 at 3:00 p.m. – 4:30 p.m.

1. Call to Order- Joe Reichardt *Roll Call	Action	3:00 p.m.
2. Approval of Agenda- Joe Reichardt	Action- Tab A	
3. Approval of Minutes- Joe Reichardt *June 12, 2012	Action- Tab B	
4. Report Out- Paige Fenton- Hughes	Information- Tab C	3:05 p.m.
5. Possible Contracts for EA65- Paige Fenton-Hughes	Action- Tab D	3:20 p.m.
6. ACT Contract Update- Paul Williams	Information	3:35 p.m.
7. Chapter 18 Revisions- Elaine Marces	Action- Tab E	3:50 p.m.
8. Information on Wyoming Content Standards Transition- Sheryl Lain	Information- Tab F	4:05 p.m.
9. ADJOURNMENT		4:30 p.m.

**ACTION SUMMARY SHEET
STATE BOARD OF EDUCATION**

DATE: July 9, 2012

ISSUE: Approval of Minutes

BACKGROUND:

SUGGESTED MOTION/RECOMMENDATION:

To approve the minutes from the June 12, 2012 State Board of Education meeting.

SUPPORTING INFORMATION ATTACHED:

- Minutes of June 12, 2012

PREPARED BY: *Chelsie Bailey*
Chelsie Bailey, Executive Assistant

APPROVED BY: _____
John Masters
State Board of Education Liaison

ACTION TAKEN BY STATE BOARD: _____ **DATE:** _____

COMMENTS:

WYOMING STATE BOARD OF EDUCATION
June 12, 2012
Days Inn
Thermopolis, Wyoming

Wyoming State Board of Education members present: Ron Micheli, Joe Reichardt, Scotty Ratliff, Kathy Coon, Cindy Hill, Sue Belish, Pete Gosar, Belenda Willson, Walt Wilcox, Dana Mann-Tavegia, and Matt Garland

Wyoming State Board of Education members absent: Hugh Hageman

Also present: John Masters, WDE; Chelsie Bailey, WDE; Julie Magee, WDE; Dianne Frazer-WDE; Robin Holbrook, WDE; Geir Solvang, WDE; Mary Kay Hill, Governor's Office; Mike Flicek, LSO; Kathy Scheurman, WEA; Mary Krisko, Washakie CSD #1; Paige Fenton-Hughes, SBE; Brad Jacobson, AdvancED and Mackenzie Williams, Attorney General's Office (AG)

CALL TO ORDER

Chairman Joe Reichardt called the meeting to order at 8:30 a.m.

Chelsie Bailey conducted roll call and established that a quorum was present.

APPROVAL OF AGENDA

Cindy Hill moved to approve the agenda, seconded by Matt Garland; the motion carried.

APPROVAL OF MINUTES

Minutes from the May 7, 2012, State Board of Education teleconference was presented for approval.

Sue Belish moved that the minutes be approved; seconded by Pete Gosar; the motion carried.

Minutes from the May 17, 2012 State Board of Education teleconference were presented for approval.

Scotty Ratliff moved to approve the minutes, seconded by Matt Garland; the motion carried.

Sue Belish moved that the minutes from the May 17, 2012 be amended to change the wording under the "Approval of Minutes" and the third paragraph to read:

"Sue Belish requested that the WDE present a strategic plan to support instruction and assessment in alignment with the state accountability system at the Board's June meeting."

Matt Garland seconded; the motion carried.

APPROVAL OF TREASURER'S REPORT

Treasurer for the Board, Pete Gosar, asked the Board how it would like to set up the new budgets awarded from Enrolled Act 65. Sue Belish suggested that the monies be kept separate from one another.

The Board will let Chelsie Bailey, Executive Secretary; know what other technology materials they may need by the end of this week.

Dana Mann- Tavegia moved to move \$4,000 out of out of state travel, and add \$500 to supplies, \$500 to computer equipment, and \$3,000 to advertising. Scotty seconded; the motion carried.

Joe Reichardt moved to approve the two encumbrances for NASBE and Snow King Inc., Dana Mann-Tavegia seconded; the motion carried.

Pete Gosar moved to approve the Treasures Report with the ending balance of \$79,887.41, Matt Garland seconded; the motion carried.

BOARD UPDATES AND PUBLIC COMMENT

Sue Belish and Dana Mann-Tavegia requested to attend the annual NASBE conference that will take place in Chicago this year.

Sue Belish gave an update on the accountability task force. If any Board member is interested in the information she will send it to Chelsie Bailey, Executive Secretary for the State Board of Education, to be placed and made available on google docs.

Mike Flicek, from the Legislative Services Office, gave a brief report on what his office has been working on.

Ron Micheli requested to see all the deadlines that the State Board of Education is facing. John Masters notified the Board that the Wyoming Department of Education has already prepared a timeline. John Masters offered to send out the document weekly. Ron Micheli and Sue Belish would like to see the timeline at every State Board meeting. John Masters will give an overview at the next State Board of Education meeting.

No Public Comment was made.

ACCREDITATION

Dianne Frazer reminded the Trustees that it's the Boards responsibility for accrediting all the districts in the state. Brad Jacobson, from AdvancED, gave a brief overview of the accreditation process.

Joe Reichardt proposed a motion that the following Wyoming school districts be granted full accreditation:

Albany CSD #1	Crook CSD #1	Goshen CSD #1	Park CSD #16	Sweetwater CSD #2
Big Horn CSD #1	Fremont CSD #1	Johnson CSD #1	Platte CSD #1	Teton CSD #1
Big Horn CSD #2	Fremont CSD #2	Laramie CSD #2	Platte CSD #2	Uinta CSD #1
Big Horn CSD #3	Fremont CSD #6	Lincoln CSD #1	Sheridan CSD #1	Uinta CSD #4
Big Horn CSD #4	Fremont CSD #14	Lincoln CSD #2	Sheridan CSD #2	Uinta CSD #6
Campbell CSD #1	Fremont CSD #21	Natrona CSD #1	Sheridan CSD #3	Washakie CSD #1
Carbon CSD #1	Fremont CSD #24	Niobrara CSD #1	Sublette CSD #1	Washakie CSD #2
Carbon CSD #2	Fremont CSD #25	Park CSD #1	Sublette CSD #9	Weston CSD #1
Converse CSD #1	Fremont CSD #38	Park CSD #6	Sweetwater CSD #1	Weston CSD #7
Converse CSD #2				

Walt moved and seconded by Dana Mann- Tavegia; the motion carried.

Sue Belish moved that Hot Springs CSD #1 and Laramie CSD #1 be granted accreditation with follow-up, Pete Gosar seconded; the motion carried.

Sue Belish moved that the following Wyoming institution schools be granted full accreditation:

- Big Horn Basin Children's Center (Northwest BOCES)
- Colter High School (Wyoming Boys' School)
- C-V Ranch (Region V BOCES)
- Mae Olson Education Center (Cathedral Home for Children)
- Normative Services
- Powder River Basin Children's Center (Northeast BOCES)
- Red Top Meadows
- St. Joseph's Children's Home
- Southeast Wyoming Detention Center (formerly Jeffrey C. Wardle Academy)

Wyoming Behavioral Institute (Accredited as a Supplemental Education Program)
Wyoming Girls' School

Seconded by Kathy Coon; the motion carried.

Dana Mann-Tavegia moved that Youth Emergency Services, Inc be granted accreditation with follow-up, Matt Garland seconded; the motion carried

ALTERNATIVE SCHOOL SCHEDULES

Dianne Frazer presented letters from ten school districts that provided letters stating they intended to continue with their already approved Alternative Schedules for the 2012-2013 school year.

Mackenzie Williams, attorney for the Board, is going to look into the statute regulations for alternative school schedules.

Scotty Ratliff moved that the alternative schedules for Campbell CSD #1, Carbon CSD #2, Johnson CSD #1, Laramie CSD #2, Lincoln CSD #2, Park CSD #16, Sheridan CSD #1, Sheridan CSD #3, Sweetwater CSD #1, and Fremont CSD #14 be approved for the 2012-2013 and 2013-2014 school years, Ron Micheli seconded; the motion carried.

PROFESSIONAL JUDGMENT PANEL SUBCOMMITTEE

Kathy Coon reported out for the Professional Judgment Panel Subcommittee. The subcommittee chose more than three teachers to be on the Professional Judgment Panel; the statute stated that a minimum of three teachers needed to be selected.

Kath Coon proposed a motion that after reviewing over 200 applications for the Professional Judgment Panel, the committee would like to recommend the following personnel to fulfill the Panel Membership as required by Enrolled Act 65:

State Board of Education:

Sue Belish, Walt Wilcox & Kathy Coon

Public School Teachers

Elementary--Audra Morrow—Glen Livingston

MS/JH---Paul Crips--Carey Jr. High

Leona Wunnenberg--Jackson MS School

HS--Brent Daly---Campbell County HS

Kara Sweet--Newcastle HS

Michael Read--Ft. Washakie HS

Principal

Elementary--Dr. Joseph Ingalls--North Evanston Elem

JH/MS--Ken Griffith--Guernsey-Sunrise
HS--Darrin Peppard--Rock Springs HS

School District Superintendent

Small District--Dr. Summer Stephens--Weston # 7 Upton
Medium District--M. Neil Terhune Ed. D.--Rawlins
Large District--Donna Little-Kaumo---Sweetwater #2 Green River

Business & Community at-Large

Robert Blaylock--Gillette
Michelle M. Kiggins--Riverton
Jill Bramlet--Wheatland

Parent

Bryan G. Baird---Cowley
Glen Kirkbride--Burns
Greg Legerski--Pinedale

School District Central Office

John Metcalf--Lander Fremont #1
Mark Taylor--Afton--Lincoln #2
Andrea Gilbert--Buffalo--Johnson #1

Wyoming School District Board of Trustees

Dr. Cristy Magagna-McBee--Sweetwater #2
Linda S. Jennings---Gillette
Michael Hunsaker---Lincoln #2

Wyoming Post Secondary Institutions

Renee S. Griffith--Casper College
Kay Persichitte--University of Wyoming
Lona Tracy--Adjunct Prof for EWC

Scotty moved the proposed motion, Dana Mann-Tavegia seconded; the motion carried.

Joe Reichardt, Chairman, requested that the panel and Paige Fenton Hughes start looking at consultants that will facilitate these panel meetings.

The Board will notify people that they have been selected and that more information will follow and will thank those not selected for applying.

HATHAWAY SCHOLARSHIP UPDATE

Julie Magee discussed the handout provided in the packet. Julie Magee reminded the Board that Hathaway does allow some CTE courses to count towards credit.

Ron Micheli would like enrollment numbers on fine arts, drama, music and dance. Julie Magee offered to look at Career and Technical Education data and forward them to the board.

The Board discussed the need for more awareness on how Career and Technical Education courses can count for Hathaway credit.

LEGISLATIVE SUBCOMMITTEE

Ron Micheli reported that the legislative subcommittee had not been able to meet, and there is no formal report. He asked if members had suggestions on what they would like to discuss to please bring them to the subcommittee. Two things that Ron Micheli thought should be looked at is the statues on alternative schedules and the Hathaway scholarship. Scotty Ratliff would like to look into changing the school start dates and a what age children start school.

Pete Gosar would like to look at state testing and surveys that are taken by Wyoming students. How much of the testing done in schools is primarily directed by the state through the legislature by statue.

ACTION PLANNING SUBCOMMITTEE

Belenda Willson reported out for the Action Planning Subcommittee. She noted that the Board as a whole needed to decide what action steps and initiatives are brought into the strategic plan.

Dana Mann-Tavegia wanted the Board to begin connecting with students, parents, and local board members, she would like to work out more specifics at the Board's September retreat.

Scotty Ratliff would like to issue the Action Planning Subcommittee the authority to be the facilitators for the action planning at the Board retreat in September..

Pete Gosar asked that the Trustees submit ideas to him on what action steps and initiatives they would like discussed at the retreat.

WYOMING FOREIGN LANGUAGE CONTENT AND PERFORMANCE STANDARDS

Robin Holbrook from the Wyoming Department of Education presented to the Board the Wyoming Foreign Language Content and Performance Standards for approval to begin the rules prolongation process.

Dana Mann- Tavegia made a motion to proceed forward with the rules prolongation processes for the Wyoming Foreign Language Content and Performance Standards, Sue Belish seconded; the motion carried.

Julie Magee, WDE, requested that the Board wait to begin the rules prolongation process until the fall when the Fine Arts and Performing Arts standards are presented. She noted that the remaining four content areas are science, social studies, vocational education and physical education, all of which will not be ready for review until next summer.

Dana Mann- Tavegia moved to amend her motion to begin the rule making progress at the same time as for Fine Arts and Performing Arts standards. Matt Garland seconded; the motion carried

The State Board of Education adjourned at 1:52 p.m.

The next Board meeting is scheduled for a teleconference on July 9, 2012.



WYOMING

State Board of Education

Hathaway Building, 2nd Floor
2300 Capitol Avenue
Cheyenne, Wyoming 82002-0050
(307) 777-6213 • (307) 777-6234 FAX

GERALD REICHARDT
Chair, Wheatland

RON MICHELI
Vice Chair, Fort Bridger

PETE GOSAR
Treasurer, Laramie

MATT GARLAND
Gillette

SUE BELISH
Ranchester

KATHY COON
Lusk

DANA MANN-TAVEGIA
Osage

HUGH HAGEMAN
Fort Laramie

SCOTTY RATLIFF
Riverton

WALT WILCOX
Casper

BELENDIA WILSON
Thermopolis

CINDY HILL
State Superintendent

JOHN MASTERS
Board Liaison

CHELSIE BAILEY
Executive Assistant

MEMORANDUM

TO: State Board of Education

FROM: Paige Fenton Hughes, Coordinator

DATE: July 2, 2012

SUBJECT: July 9 teleconference information

I will begin with just a quick update of the tasks I am working on as well as those that are accomplished. I will use the weekly reports as a guide. I'll be happy to answer any questions.

The bulk of our time will be spent on the discussion of two contracts I'll be bringing to you for your approval. I have been tasked with working on two high-priority items, one being the school-level standards setting which will be carried out by the Professional Judgment Panels and the other being coordinating the completion of a study regarding end of course assessments which will serve as the basis for our report to the Select Committee in November.

I have been directed to seek out and contract with expert consultants to help guide our work in these two areas. Toward that end I sought the guidance of the supervisory committee, the consultants for the legislature, the LSO liaisons, and others in order to find a slate of consultants to contact about their interest in doing this important work with us. I also developed a very brief scope of work for the PJPs preparation and facilitation and the EOC assessment study. Mike Flicek, LSO liaison, agreed to be on the calls with me to these consultants. Mike's extensive background in guiding professional judgment panels and his expertise with assessment were invaluable in talking with the consultants and answering their questions about the tasks and the guiding legislation.

I asked each person who was interested in working with us to submit a short statement about how he sees the work taking shape over the next few months. I also asked them to address their own experiences and expertise in leading this kind of work. We received four proposals for the PJP work—Jim Popham, McRel, Alpine Testing Solutions, Inc., and Dr. Michael Beck. We received two proposals for the EOC work—Alpine Testing Solutions, Inc. and McRel. Those proposals were forwarded to the supervisory committee along with the scope of work for each task. On Tuesday, June 26, the supervisory committee directed me to enter into contract negotiations with Dr. Michael Beck to lead the preparation for and facilitation of the Professional Judgment Panels and with Alpine Testing Solutions, Inc. (Chad

Buckendahl) to lead the study of the EOC assessment system options.

Both consultants were enthusiastic about working with us on these important tasks, so I drafted contracts for their review on Wednesday, June 27. On June 28, I sent those contracts to John Masters, Fred Hanson, and Grady Prince at WDE for their review, input and guidance. Thanks so much to Grady for his guidance and help with those contracts. I have asked for their final dollar proposals to be submitted to me by Tuesday, July 3. As soon as we know those final dollar amounts, Chelsie will send that information out to everyone and I can get the final dollar amounts to Grady and everyone at WDE.



WYOMING

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State Superintendent

JOHN MASTERS
Board Liaison

CHELSIE BAILEY
Executive Assistant

MEMORANDUM

TO: State Board of Education
FROM: Supervisory Committee
DATE: July 3, 2012

With the hiring of Paige Fenton Hughes as the State Board of Education Coordinator, Chairman Reichardt created a Supervisory Committee consisting of Pete Gosar, Kathy Coon, Scotty Ratliff, and Sue Belish to direct and monitor her work. At the June State Board of Education meeting the Supervisory Committee met with Paige to present the list of priority tasks to be accomplished as our part of the accountability legislation (a copy of the tasks is included in the Board packet.) The list of tasks was also shared with John Masters and Superintendent Hill so they would be aware of the duties assigned.

The Supervisory Committee has:

- Completed weekly conference calls with Paige to receive updates on progress, to consider recommendations, to ask questions, and to review reports.
- Directed Paige to work directly with John Masters as her point of contact with the WDE, insuring that he received copies of proposals, contracts, and reports.
- Reviewed legislative mandates
- Reviewed proposals from consultants to assist the State Board in the work of the Professional Judgment Panels and End of Course Assessments
- Directed Paige to complete contracts for the recommended consultants to bring to the State Board for approval
- Reviewed the weekly reports sent out to all State Board of Education members
- Fielded questions from Superintendent Hill on specifics of Paige's work
- mandates

If any Board Members are interested in listening to our conference calls please contact Chelsie for times and call information.

**State Board of Education Coordinator
Scope of Work**

- **Professional Judgment Panels**
 - Decision on who will lead the work – expert or WDE
 - Training for participants
 - Facilitating the process
 - Data (provided by WDE)
 - Status
 - Growth
 - Readiness
 - Travel arrangements for participants (how get reimbursed)
 - Room and material arrangements (refreshments, technology, etc.)
 - Corresponding with participants
 - Goals of PJP
 - School performance levels
 - Appeals process
 - Business rules
 - Support Systems
 - Process
 - Large group
 - By level (elementary, middle, high)
 - Small groups
 - Calibrating
 - Final conclusions/rules
 - Review of rules
 - Draft Timeline for meetings during the year
 - Report to Select Committee
 - Dissemination of final rules to districts, schools
- **End of Course Testing**
 - Issues involved
 - What courses will be tested
 - Transfer students
 - Skills and knowledge to be tested
 - Accommodations for special needs
 - Designing the tests and multiple forms of test
 - Multiple choice
 - Extended response
 - Performance
 - How many times can the test be taken
 - How combine scores
 - Will the test be in modules
 - Can other data be used to make decisions
 - On-line vs. pencil paper
 - Consultant
 - Convening stakeholders
 - Report to Select Committee

- Challenges and opportunities
- Timeline for implementation
- Results from other states who have implemented
- Testing Rules
- Collecting data
- Incorporating results in accountability ratings, teacher and leader performance evaluations
- **Implementation of Phase I**
 - Business rules
 - Results of PJP
 - Process explained for all districts and schools
- **Relationship Building**
 - Mary Kay
 - Mike and Ruth
 - John Masters and team
 - Senator Coe and Representative Teeters, Select Committee
- **Chapter 31 Revisions (?)**
 - No BOE
 - How will graduation be determined
 - Stakeholder involvement
- **Accreditation Chapter 6 Revisions (Dianne Frazer)**
 - Need to include school performance ratings
 - Develop process for improvement plans so don't duplicate
- **Educator Performance Evaluations (Carol Illian)**
 - New rules in place by July 2013
 - Attend Advisory Committee meetings so understand the issues being discussed
- **System of Supports**
 - Need to be defined for districts
 - Capacity Building additional
- **Reports**
 - Select Committee
 - Each meeting progress report (with LSO liaison or separate)
 - Inform about any RFP's or contracts for PAWS, readiness, writing, consultants
 - July 26th first report due to include amendments to ACT, ETS contracts, PJP progress, EOC progress, contracts
 - Aug. 15th NCLB accountability workbook change
 - Oct. 15th Phase I implementation
 - Nov. 15th End of Course
 - SBE
 - Each Board meeting
 - Supervisory committee (weekly, bi-weekly)
- **And....**
 - Education ideas we should be considering
 - Future legislation
 - Statute review

**ACTION SUMMARY SHEET
STATE BOARD OF EDUCATION**

DATE: July 9, 2012

ISSUE: Possible Contracts for Enrolled Act 65

BACKGROUND:

SUGGESTED MOTION/RECOMMENDATION:

1. I move the State Board of Education request the Wyoming Department of Education to execute a contract with Dr. Michael D. Beck to act as a consultant in leading the Professional Judgment Panel work in determining school performance levels.

2. I move the State Board of Education request the Wyoming Department of Education to execute a contract with Alpine Testing Solutions Inc. to lead a study in end of course assessments as described in the Wyoming Accountability in Education act, EA65.

SUPPORTING INFORMATION ATTACHED:

PREPARED BY: *Chelsie Bailey*
Chelsie Bailey, Executive Assistant

APPROVED BY: _____
Paige Fenton Hughes
State Board of Education Coordinator

ACTION TAKEN BY STATE BOARD: _____ **DATE:** _____

COMMENTS:

STATE BOARD OF EDUCATION



Attachment B

Wyoming State Board of Education Scope of Work End of Course Assessment Consultant

Legislative mandate from Wyoming Enrolled Act 65:

(iii) Notwithstanding 2011 Wyoming Session Laws, Chapter 184, Section 4(f)(ii), the select committee shall continue the study of an end of course assessment system that measures various levels of student performance as described in the uniform student content and performance standards as required by W.S. 21-2-304(a)(iv) and 21-3-110(a)(xxiv). Not later than November 15, 2012, the state board shall report and make recommendations to the select committee on the use of an end of course assessment system as a component of the statewide summative assessment and for district assessment systems that are designed and used to determine the various levels of student performance for purposes of fulfilling high school graduation requirements. Additionally, end of course assessment results shall be used in the statewide accountability system, the school district leader and teacher accountability system and the student accountability system. The recommendations shall conform to the January 2012 education accountability report as defined by W.S. 21-2-204(k);

Outcomes:

- Outline the scope of a study to inform the Select Committee on Education Accountability about:
 - The use of an EOC assessment system as part of the state summative assessment system
 - The use of an EOC assessment system as a replacement for the former “Body of Evidence” system required as part of the district assessment systems
 - The use of an EOC assessment system as part of the statewide accountability system
 - The use of an EOC assessment system as part of the teacher/leader accountability system
 - The use of an EOC assessment system as part of a statewide student accountability system
- Direct the work of this study to prepare a report to the Select Committee on Education Accountability by November 1, 2012

- Align the study to the overall goals of the Wyoming Accountability in Education Act
- Guide the preparation of the report to the Select Committee on Education Accountability
- Complete an accompanying technical report if applicable

Expectations:

- Review the work that is ongoing by the Wyoming Department of Education related to EOC systems
- Determine if an EOC assessment system can replace the Wyoming Body of Evidence system and report about this determination as part of the final report to the Select Committee
- Make recommendations about the overall purpose or purposes of implementing an EOC assessment system in relation to the overall goals of the legislation
- Consider the input of Wyoming stakeholders when appropriate
- Include the implications and possible impacts of adopting an EOC assessment system in Wyoming
- Provide information as part of the Select Committee report about the costs of implementing such a system including initial costs and ongoing costs
- Work collaboratively with the state board coordinator, legislative liaisons, Wyoming Department of Education personnel, and the policy advisor to the governor's office to ensure all performance objectives are accomplished in a timely manner

STATE BOARD OF EDUCATION



Amendment B

Wyoming State Board of Education
Scope of Work
Standards Setting and Professional Judgment Panel Consultant

Outcomes:

- Lead a team of at least 27 people on a Professional Judgment Panel to:
 - Determine performance levels for each of seven (7) indicators as prescribed by statute
 - Determine overall school performance levels for Wyoming schools
- Craft an appeals process for schools
- Develop business rules
- Contribute to a report to the Wyoming State Board of Education and the Select Committee on Education Accountability including authoring an accompanying technical report

Expectations:

- Review the work that has been produced thus far by the Wyoming Department of Education and others and make recommendations
- Determine what information will be presented to the Professional Judgment Panels, help prepare that information for the panel, and advise about how the information will be presented
- Help plan for and deliver training to the panel members
- Assist in determining the schedule for the Professional Judgment Panel trainings and meetings
- Facilitate the work of the Professional Judgment Panels
- Summarize the work and contribute to the preparation of the final report for the legislative Select Committee on Education Accountability which is due by October 1
- Work collaboratively with the state board coordinator, legislative liaisons, Wyoming Department of Education personnel, and the policy advisor to the governor's office to ensure all performance objectives are accomplished in a timely manner

**ACTION SUMMARY SHEET
STATE BOARD OF EDUCATION**

DATE: July 9, 2012

ISSUE: Chapter 18 Rules and Regulations governing Private Non-Religious Elementary and Secondary Schools

BACKGROUND: Chapter 18 Rules and Regulations have not been revised since 2004.

SUGGESTED MOTION/RECOMMENDATION:

I move that the State Board of Education recommend annual reporting requirements and direct the Wyoming Department of Education to begin the formal rule promulgation process for permanent Chapter 18 Rules & Regulations Governing Private Non-Religious Elementary and Secondary Schools.

SUPPORTING INFORMATION ATTACHED:

State Board Recommendation Request

PREPARED BY: Elaine Marces
Elaine Marces, Private School Licensing Program Manager

APPROVED BY: _____
John Masters
State Board of Education Liaison

ACTION TAKEN BY STATE BOARD: _____ **DATE:** _____

COMMENTS:



Wyoming Department of Education

Cindy Hill, Superintendent of Public Instruction
Hathaway Building, 2nd Floor, 2300 Capitol Avenue
Cheyenne WY 82002-0050

Phone: 307-777-7675 Fax: 307-777-6234 Website: edu.wyoming.gov

May 17, 2012

Dear Wyoming State Board of Education Trustees:

Wyoming Department of Education Chapter 18 (Private K-12 schools) Rules and Regulations were last revised in December of 2003. As such, some of the content is outdated. For example, Section 15 requires that all private K-12 schools provide an annual report to the State Board of Education including the following:

1. Dropout rates for grades 9-12;
2. School averages for standard achievement tests given to all students or classes within the school;
3. The number of hours of classroom instruction during the school year by grade level K-12;
4. The school's recommended course of study for college-bound students and percent of students who have successfully completed the course of study;
5. The types of and number of participants in parent and community involvement programs within the school;
6. The number of parental visits to the schools;
7. The number of students involved in extra-curricular activities and events;
8. The percentage of the school's budget spent on instruction, instructional support, general support and community support;
9. School goals for the year;
10. A description of efforts being made to reform, restructure and improve the educational quality and equity in the school, including teacher recommendations;
11. Any other information the school believes relevant to the parents' understanding of the performance of the school.

Several of these reporting requirements were at one time collected from the public schools but are no longer part of any collection.

Based on a Federal Title III monitoring finding in April, the WDE is required to develop a formal process to collect the number of Limited English Proficient (LEP) students enrolled in private schools for Title III allocation purposes. To

satisfy this federal required action, Chapter 18 Annual Reporting requirements will include the number of English Learner students enrolled in the school.

I respectfully request the State Board of Education's approval to revise Chapter 18 Rules and Regulations as well as provide recommendations about what information it would like included in the private K-12 school annual reporting. A proposed timeline is included with this correspondence.

Please feel free to contact me at 307-777-6210 or elaine.marces@wyo.gov with any questions or concerns.

Sincerely,

A handwritten signature in cursive script, appearing to read "Elaine Marces". The signature is written in black ink and is positioned to the right of the word "Sincerely,".

Elaine Marces
Private School Licensing Program Manager

**Chapter 18 Rules and Regulations
Revision Timeline**

Task:	Anticipated Completion Date:
Rules Revision	July 15th, 2012
In-House Counsel Review of Rules	August 1st, 2012
AG's informal review	September 4th 2012
Submit Rules, Notice of Intent, Statement of Reasons, and 10 Day Memo to Governor's Office	September 19th, 2012
Submit packet to LSO, AG, and file Notice of Intent with SOS	September 20th, 2012
Release for public comment	September 20th, 2012
Public Hearings (if necessary)	October 6th, 2012
Reveiw comments and make changes as necessary	November 9th, 2012
Prepare Final Rules Packet and Submit to AG	November 20th, 2012



Rollout of New Standards and Standards under Development

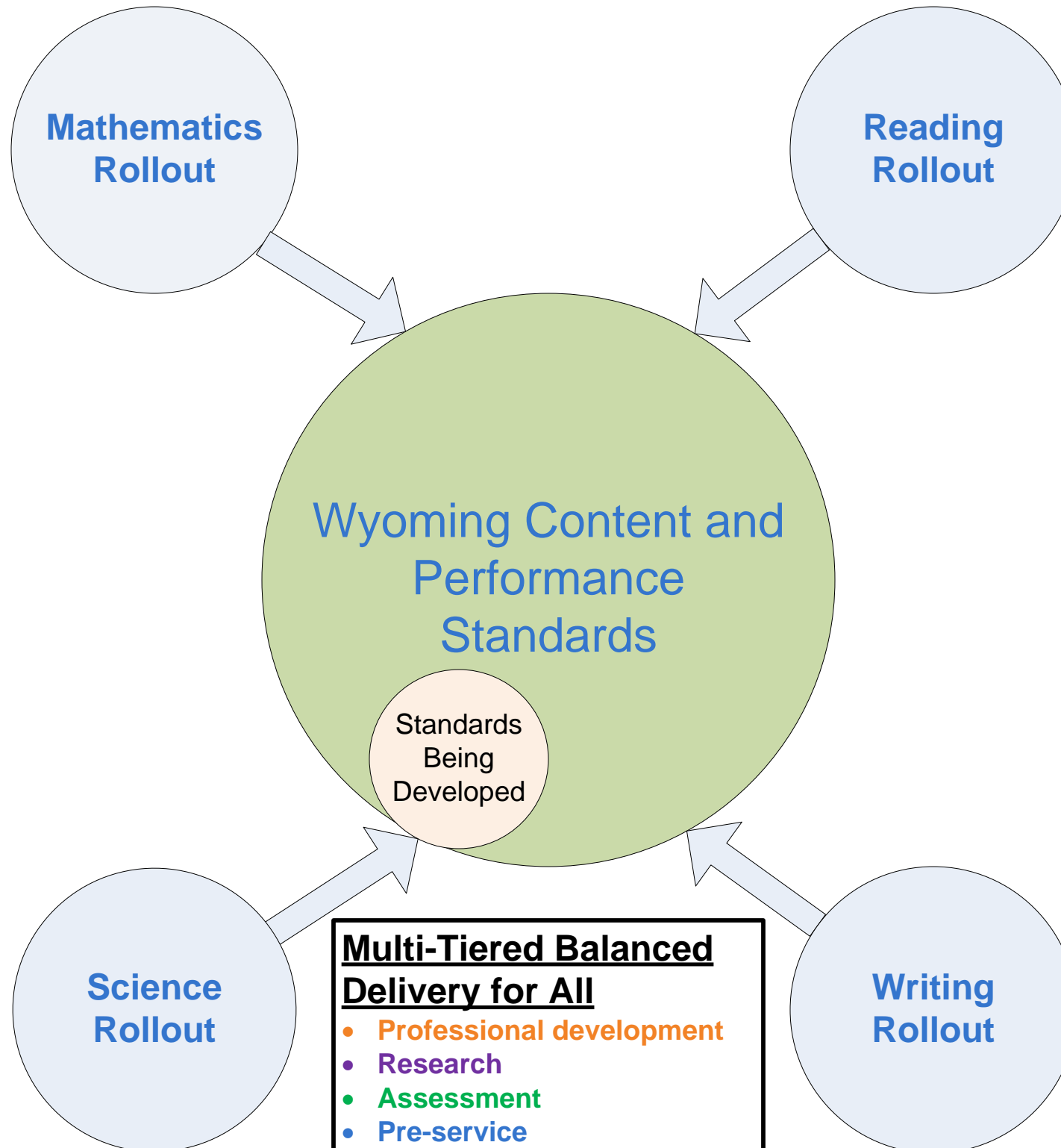
Wyoming Department of Education

Cindy Hill, Superintendent of Public Instruction
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Mathematics Rollout

- The mathematics work for standards will include:
- Work with Marzano Research to assist in rolling out standards to districts.
 - Share PHP math modules to assist educators in developing curriculum and instruction to support standards.
 - Work with the assessment division to inform the field on how math standards will be assessed.
 - Assessment literacy with formative assessment development.
 - Use online delivery of content to help support districts that can use help on their own schedules.
 - Deliver professional development statewide to grow teacher/leader capacity.
 - Work with UW to help with pre-service training and professional development.
 - Collaborate with educator associations to promote standards and instruction within the field.
 - Use PLC concept within buildings.
 - Improve assessment literacy including formative assessment development.

Science is under development and the standards development will include a rollout plan. The focus of the plan will include education of teachers and building/district leaders.



Reading Rollout

- The rollout work for reading standards will include:
- Deliver professional development with Wyoming and ACT standards surrounding reading in all three types of text and across content areas.
 - Inform educators of changes in assessment to match the state assessments with the new reading standards.
 - Continue literacy training within the state.
 - Work with UW to help with pre-service training and professional development.
 - Collaborate with educator associations to promote standards and instruction within the field.
 - Use PLC concept within buildings.
 - Deliver professional development statewide to grow teacher/leader capacity.
 - Improve assessment literacy including formative assessment development.

Writing Rollout

- The writing rollout for standards will include:
- Share Wyoming Writing Workshops across the state.
 - Work with inclusion of writing assessment instruction to meet the needs of SASW (State Assessment of Student Writing) and ACT.
 - Continue literacy training within the state.
 - Work with UW to help with pre-service training and professional development.
 - Collaborate with educator associations to promote standards and instruction within the field.
 - Use PLC concept within buildings.
 - Deliver professional development statewide to grow teacher/leader capacity.
 - Improve assessment literacy including formative assessment development.

Multi-Tiered Balanced Delivery for All

- Professional development
- Research
- Assessment
- Pre-service
- Curriculum and instructional planning
- Collaboration work