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STRONG FOUNDATIONS

MORE OPTIONS

ALL MEANS ALL

QUALITY SCHOOLS

EDUCATORS MATTER

Meeting Logistics & Desired Outcomes

Meeting: ESSA Committee of Practitioners
Date & Time: Thursday, September 24th at 10:00am
Location: Virtual: Zoom
Meeting Leads:
                 Laura Gorman (Chair), Joshua Shoemaker (Co-Chair), Tammy Giessinger and Jeremy Meredith (CDE Co-Leads)
Objectives: To allow the Colorado Department of Education the opportunity to provide updates to and elicit recommendations from the Colorado Committee of Practitioners regarding relevant and timely issues related to CDE's responsibilities under the Elementary and Secondary Education Act (ESSA).
Attendees: Amy Beruan, Chaille Hymes, Laura Gorman, Christy Sinner, Clint Allison, Erich Dorn, Joshua Shoemaker, Arlene Salyards, Misty DeHerrera (guest), Moses Regidor, Heathre Palige, Paul Freeman, Clare Vickland, Amy Bollinger, Holly Goodwin, Mitzi Swaitkowski

Agenda Items and Next Steps

Headline Time Presenters	Agenda Description	Type of Agenda Item Format Prep	Summary/Notes
Committee Business **10:00-10:10** *Laura, Josh, Tammy, and Jeremy*	CoP Members will review and approve/deny the August 13 Meeting Minutes.	**Type:** Decision Item **Format:** N/A **Prep:** CoP members will review August 13 Meeting Minutes prior to the September 24 meeting.	The August meeting minutes were approved by CoP members.

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Update on Agenda Setting 10:10-10:20 *Laura Gorman, Josh Shoemaker*	CoP members will hear from Laura and Josh about updates to the agenda.	**Type:** Discussion **Format:** Google docs of Sept agenda, 20-21 agenda ideas **Prep:** Review agendas	The plan moving forward is to gain feedback on the agenda from CoP members prior to the CoP meetings.
CoP Bylaws 10:20-11:00 *Mark Kirkemier, Tammy Giessinger, Laura Gorman*	CoP Members will review the 2017 CoP Bylaws, with focus on areas where CDE and CoP chairs identified opportunities to revisit, discuss proposed language, and approve any updates.	**Type:** Discussion **Format:** TBD **Prep:** CoP members will provide feedback on the 2017 CoP Bylaws through a Google Form.	CoP members gave feedback on the bylaws prior to the September meeting. **CoP Feedback on Terms of Office:** • It seems to take 1 year or more to get a feel for the purpose and format of the group. • It is helpful to new CoP members to rely on the expertise of long-term CoP members. **CoP Feedback on Attendance:** • The language should be changed to "within the school year" and "may be terminated." • CoP members should not be penalized if they were not able to attend the full CoP meeting. • The wording right now allows for flexibility for this year in dealing with COVID 19 and for personal circumstances. **CoP Feedback on Powers/Duties of the Officers:** • If chairs were selected in a staggered fashion, we could aide leadership continuity.

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			• The staggered process helps but this does not necessarily need to be formalized in the bylaws. • The overlap seems supportive for training and onboarding purposes. **Final Decisions:** • (a) Keep the three-year commitment with additional (optional) one or two-year commitment if approved by committee. Decision approved by CoP members. • Members unable to participate for half of meetings scheduled for the year may have their membership revisited, and possibly terminated if warranted, by a majority vote of the committee. • Implement chair terms in staggered fashion, but do not change bylaws. **Additional Questions:** • Who can the committee members contact if they have a thought/concern relevant to the mission of the committee? The meeting leads. • Can the development of the agenda include time for committee members to comment on agenda items and/or share a concern to be considered in an upcoming meeting?

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			Next Steps: • Include contact information in the agenda. • Disseminate the draft agenda to CoP members for input.
CoP Norms **11:00-11:45** *Nazie Mohajeri-Nelson, Laura Gorman, Josh Shoemaker*	CoP Members will develop committee norms for the 2020-2021 year.	**Type:** Discussion **Format:** https://ideaboardz.com/for/Naz%20MoNel/3410814 **Prep:** N/A	CoP members will provide input via the Idea Boardz link. Highly scored norms (voted 8 or more): • Begin and end meetings on time. Stick to times assigned to agenda topics, to the extent possible, or develop next steps for moving work forward. • Let everyone have a voice and be heard! Do not talk over each other. • When not talking, turn off mic on your computer/phone to minimize background noise. • Assume positive intent and ask for clarification when something lands wrong. • Use time productively • Best present and fully engaged • The chair of the meeting should enforce the norms. Next Step: • Include the norms at the top of the agenda.

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Consolidated Application Survey **11:45-12:00** *Delilah Collins*	CoP members will discuss the approach of using a survey to collect impressions of the 20-21 Consolidated Application process, timeline for discussing results.	**Type:** Discussion **Format:** https://docs.google.com/forms/d/e/1FAIpQLSfToPmNjtc8clYONZJfgLbG-Gry1aNXD8NQBkHoWRWaOLownw/viewform **Prep:** N/A	CoP Feedback on the Cons App Survey: • It might be good for the respondent to indicate whether they are a district or a BOCES consortium. It might help pinpoint/sort differences in the functionality between the two. • Can we add to this a place for people to add comments? • Is there a textbook to explain why they disagree? • The questions are a good start, but we will need to know specifics. • There should be a comment for each Title or section. • Once the survey goes to the authorized rep, can they forward to the right person completing cons app? Yes, anyone with the link can complete the survey. • Additional comment box: "How can CDE support you next year?" • How much can the Cons App change? CoP has advocated for as little change as possible in year's past. • There is some functionality for a BOCES that does not work but I agree with no changes to the content questions. If the questions are addressed through the review there is no need to ask again the following year.

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			• Other districts have not provided feedback on Cons App before so add a leading statement including the purpose of the survey and the type of feedback that districts could provide. • This is much more pleasant than just making a list of issues at a CoP meeting.
Lunch 12:00-12:25			
20-21 School Year and Waivers 12:25-1:30 *Nazie Mohajeri-Nelson, DeLilah Collins*	CoP members will discuss CDE-proposed waivers given intersections of 20-21 schooling and ESEA requirements. CoP will provide input.	**Type:** Discussion and decision **Format:** [Google doc of proposed waiver ideas](#) **Prep:** N/A	<u>**CoP Feedback:**</u> • Waivers would be helpful, we have no idea if we will be able to facilitate activities a planned, especially PD. • The USDE is considering the Title IV waivers-open for public comment until 9/29. • All the previous waivers, plus- rank order requirement, hold harmless for 20-21 title I schools to use FRL numbers from 19-20. • What is the timeline for this? By October 1st. Once we get October count finalized by November, districts will notify schools by January if they are eligible for title dollars in 2021-2022. If we do not need to do this because of a hold harmless, then that would be beneficial to us.

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			Next Steps: • Volunteers will help map out the waivers we can offer under Ed-Flex. • CoP members will provide feedback to the waivers in the Google document by October 1st. • CDE will report back at the November meeting.
Title IV Reporting 1:30-2:00 *Tammy Giessinger, Alan Shimmin, Grants Fiscal*	CoP members will review the 19-20 CSPR reporting requirements and discuss next steps for how to report expenditures by content area.	**Type:** Informational/ Feedback **Format:** PPT slides **Prep:** N/A	**CoP Feedback:** • Is this a part of the current AFR report? Yes it is part of this. • LEA is defined as district and not school. BOCES is counted as one LEA. • This needs to be approved through FPP because set-aside codes need to be designated to each of these categories. • The coding needs to be consistent. • Is the carryover part a requirement to track? There are considerations only based on your current calculation. Unable to calculate the 20%-20% and a portion if you have carryover funds. For 19-20 Title IV funds, the 20%-20%-and a portion requirements do not apply to 19-20 funds. • If we received the codes, they may not be implemented until the following year.

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			• If we are going down the "submit to FPP" to create new grant codes, let us consider adding a CS/TS/ATS set aside as well. • This is due in six days so we need to be realistic here. **Next Steps:** • CoP members will complete feedback on the Google survey by Wednesday, September 30th. • CDE will review feedback and determine how to proceed based on the recommendations.
Monitoring 2:00-2:50 *Tammy Giessinger, Nazie Mohajeri-Nelson*	CoP members will receive an update on the status of ESEA monitoring and provide input on next steps for the 20-21 process.	**Type:** Informational/ Feedback **Format:** PPT proposal **Prep:** N/A	Feedback: • Customize the indicators and do the two-year cycle with the upcoming identified districts. Layered approach versus one-size-fits-all approach. • On site visits are going to be difficult given CovID protocols in schools and districts for safety. • The Proposed Monitoring Process Timeline sounds like a flexible approach. • Another idea on monitoring is to pair them with a district that is doing it well- through your review of those districts or knowledge of what is going on across the state. Next Steps: • CDE will move forward with the proposed monitoring timeline.

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			• CoP members will provide more feedback through the Google doc link. • Develop communication for districts based on recommendations. • Begin offering trainings. • Provide another update at the February CoP meeting.
Closing *Laura Gorman, Josh Shoemaker, Tammy and Jeremy*	Co-Chairs and CDE leads will review next steps, remind group of next meeting date and any key next steps to prep/advance work.	**Type:** Informational/feedback	Next Steps: • RM will send out an email with reminders and links for CoP feedback.