

January 26, 2018

NEVADA DEPARTMENT OF EDUCATION  
STATEWIDE COUNCIL FOR THE COORDINATION OF THE  
REGIONAL TRAINING PROGRAMS

**JANUARY 26, 2018**

10:00 A.M.

**Meeting Locations:**

<b>Office</b>	<b>Address</b>	<b>City</b>	<b>Meeting Room</b>
Department of Education	9890 S. Maryland Pkwy	Las, Vegas	Board Room (2 <sup>nd</sup> Floor)
Department of Education	700 E. Fifth St	Carson City	Board Room

**DRAFT** SUMMARY MINUTES OF THE REGULAR MEETING

*(Video Conferenced)*

**DEPARTMENT STAFF PRESENT:**

Dena Durish  
Kathleen Galland-Collins  
Alberto Quintero  
Raven Cole

**MEMBERS PRESENT:**

**In Las Vegas**

Brent Husson

**In Carson City**

Dr. Wendi Hawk

Nicolette Smith

Aaron Grossman

Dr. Sandra Sheldon

**In Elko**

Jeff Zander

**AUDIENCE IN ATTENDANCE:**

**In Las Vegas:**

Megan Harney

Chelli Smith

Nathalie Brugman

**In Carson City:**

Kirsten Gleissner

**In Elko:**

Sarah Negrete

**CALL TO ORDER;**

Call to Order; Roll Call: Pledge of Allegiance

Jeff Zander, Chair called the meeting to order a 10:15 AM

Roll Call

**PUBLIC COMMENT #1**

No public comment in the North, South, or Elko.

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#### FLEXIBLE AGENDA APPROVAL

**Member Zander moved for a flexible agenda**

**Member Husson seconded the motion**

**All in favor**

**Motion carried at 10:18 AM**

#### APPROVAL OF PRIOR MEETING MINUTES FOR OCTOBER 19, 2017

**Member Husson moved to approve the October 19, 2017 meeting minutes**

**Member Smith seconded the motion**

**All in favor**

**Motion carried at 10:19 AM**

#### NEVADA DEPARTMENT OF EDUCATION UPDATES

*Deputy Superintendent, Dena Durish provided the following updates:*

- Recommendations from 474 Taskforce have been reviewed and the recommended professional development (PD) standards have been moved forward in the regulation process. There has been a workshop and the recommended standards were presented. NDE is awaiting final document and will have an update on the next agenda.
- The Great Teaching and Leading Fund (GTLF) and the other 8 major initiatives came with external evaluations to ensure taxpayer funds have been used efficiently.
- The interim Legislative Committee on Education (LCE) has started and their schedule is posted for meetings through September.
- NDE personnel are working with district to clearly define professional development (PD) expenditure categories. Rahming and Dena will be working together with fiscal agents to best track PD moving forward, PD annual reporting, and how to accurately report PD.
- The Commission on Professional Standards (COPS), Matt Borek, and Jason Dietrich have looked comprehensively at other states regarding PD required for licensure renewal to inform regulatory changes. Additionally, NDE has gone live with a new licensure system. Full public access will be available soon. Users of the system can now submit documents online, and will get email and text alerts on progress of documents. This applies to new licenses as well as renewal. Additionally, COPS and the State Board of Education (SBE) should only approve educator preparation programs which include alignment with NEPF. NDE personnel are looking at merging programs and are undergoing a comprehensive review of educator preparation review processes.
- AB320 (2017) allows additional monitoring of the implementation of Nevada Educator Performance Framework (NEPF). A presentation was given to SBE regarding the distribution of 16-17 evaluation scores. Final recommendation is that NEPF training should focus on administrators and principals.
- Kelee Dupuis the education programs professional who helped facilitate this meeting has left NDE earlier in January.

#### PROFESSIONAL DEVELOPMENT DATA MONITORING

*In response to prior Council discussions related to recommendations made by the SB474 (2015) PD Task Force and changes to professional development reporting as a result of AB77 (2017), members will hear a presentation from MIDAS Education. MIDAS will share methods that other states have implemented to track educator professional development, provide an online demonstration of various resources, and explain how data analysis is being used to improve educator effectiveness and student outcomes.*

*Megan Harney, MIDAS Education CEO.*

- Member Husson was asked to introduce the presenter for this item, Megan Harney, MIDAS Education CEO. Member Husson stated that the agenda item was a result of conversation at the last meeting and the with data collection challenges RPDPs face. It was his feeling that there are times in this work that we have to make decisions based on inaccurate data. Member Husson wanted full disclosure that he works with the company but he is not compensated by the company

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and cannot be. His contract with the company states that he cannot be compensated for anything done in Nevada. His interest is getting the data we need to make good decisions. He learned what they do and thinks it answers many questions that we need answered. It is his intent to introduce them to anybody and everybody that could benefit from their work.

- Megan Harney stated that she is not here in a sales capacity, but to share what other states do and give the Council some ideas. MIDAS Education currently has a contract with Utah State Board of Education to manage their PD statewide. How does PD impact the following: evaluation, money spent on PD, PD to offer based on feedback, promote conversations with evaluators? As a company they looked at what they could do to promote the conversations between educators and evaluators. First priority was to create ways for teachers to share videos with administrators which could then be reviewed and comments could be provided throughout the video. Second piece is building a virtual library of examples of best practices that could be used to provide targeted, timely independent PD. Additionally; this helped with inter-rater reliability calibration efforts. MIDAS Education is working with people in Texas to help them manage professional growth plans. She went on to describe the details of what that program does and how is used to provide feedback and monitor progress. The system also has the ability to serve as a PD catalog.
- Members asked clarifying questions and discussed possible uses for a system like the one presented.
- Megan went on to demonstrate the data dashboard offered with the MIDAS Education system. The dashboard links all charts to each other including demographic breakdowns. Even allows for formulating your own questions so it's not just a generalized dashboard. This is equally applicable for students and teachers. The system can analyze data for individual students and teachers, and determine the results of student with teachers with specific PD. Members asked clarifying questions, and discussed possible uses of a system like what MIDAS Education offers.

#### UPDATE ON THE NEVADA READY NETWORK'S PLANS TO IMPROVE MIDDLE SCHOOL MATHEMATICS

*Members will hear information about the NV Ready Network, a collaborative among NDE, Districts, RPDPs, NSHE and various educational stakeholders to support and build the capacity of NV educators around standards-aligned instructional practice and assessment literacy to improve student performance outcomes. The first focus area will be to support middle school mathematics, and the NV Ready Network Steering Committee has charged the department with supporting the major works of 5th - 8th grade "Number Sense" standards with three levels of effort: an elaboration of the set standards; development and/or vetting of instructional materials that support the specific standards; and the enhancement of these resources through professional development options facilitated through the RPDP's.*

*Brett Barley, NDE Student Achievement Division Deputy Superintendent and Darrin Hardman, NDE Education Programs Professional, Office of Standards and Instructional Support provided the following information:*

- NDE is committed to using the data received from the statewide assessment to improve instruction. Parents were for the first time provided a snapshot of their student performance compared with the results at the school and district level. Data reviewed is showing that elementary students are growing very well in math, but this didn't continue at the middle school level. Deputy Superintendent Barley, shared additional data with the members and described the purpose of the Nevada Ready Network. This network of educators will be responsible for identifying foundational standards within the Nevada Academic Content Standards (NVACS) to help with vertical alignment. Education Programs Professional Darrin Hardman clarified the work of the Nevada Ready Network. He explained that this group help improve middle school math instruction by clarifying the standards through assessment and instruction exemplars.
- Members discussed the project and asked clarifying questions.

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**FY18 BUDGET AMENDMENTS** *One or more of the RPDP Directors may present requested amendments to their 2017-2018 (FY18) budget. The Council will hear requests and justifications before taking possible action on proposed amendments.*

*Kirsten Gleissner, Director, NWRPDP; Chelli Smith, Director, SNRPDP; and Sara Negrete, Director, NNRPDP*

- Sara Negrete submitted an amendment because they are making a change from the budget proposed last May. At the time they salary negotiations were not finalized. She explained that they had monies from salaries and benefits that need to be reallocated.
- Kirsten when budget was approved they had a full staff. She explained that they lost two staff members at the beginning of the year and just recently filled the two positions. She is asking to move monies from salaries and benefits to supplies. Both budgets have been reviewed and approved by their governing boards.
- Members asked clarifying questions.

**Motion**

**Member Husson moved to approve both budget amendments**

**Member Sheldon seconded**

**All in favor**

**Motion carried at 12:20PM**

**ADMINISTRATIVE TRAINING FUND BUDGETS**

*Members will hear an update regarding proposed uses for the \$100,000 administrative training expenditure allowance. Possible action may include discussion/ recommendation/approval on administrative expenditure budgets.*

- Chelli Smith of the SNRPDP presented a budget for 14,309.45. Her staff will be working with administrators doing four collaborative projects around several informational texts. Additionally they will be hosting a summer institute which is full day conference to build administrator instructional leadership capacity.
- Sarah Negrete of the NNRPDP presented their budget and explained that is part of an ongoing project to provide PD for school leaders and their teacher leader teams. PD is specifically around response to intervention training and this year's focus in on Tier 1 instruction. Most money is to be used for substitutes and travel costs.
- Kirsten Gleissner of NWRPDP presented their budget which has an internal focus. Each district has submitted what they would like to do with the funds. These projects include creating professional learning communities among administrators, providing travel for administrators to attend the training at the Public Education Foundation.
- Dr. Sheldon suggested redistributing unused funds from the SNRPDP to the 2 northern groups. Dena Durish explained that this is a base year and that we don't want funds in an account to go unused. RPDPs can meet and create a redistribution plan for remaining funds and bring that back to the next meeting.
- Members asked clarifying questions and discussed what to do about the redistribution of funds to ensure maximum utilization for the benefit of school leader professional development.
- Dena suggested that the RPDPs submit amended budgets to NDE if Council votes to allow them to redistribute the funds. This can be done to avoid delaying the use of funds until after the April Council meeting.

**Member Sheldon made the motion to approve the budgets as presented, and that remaining funds be redistributed for use in the currently approved programs.**

**Motion**

**Member Smith seconded the motion**

**All in favor**

**Motion carried at 12:31PM**

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## RPDP BUDGET PROCESS OVERVIEW

*NDE fiscal staff will share an overview on budget processes/procedures pursuant to NRS 391A.165 and NRS 391A.170. Members will have an opportunity to hear updates from NDE staff and/or RPDP Directors on implementation of the reimbursement of funds process, effective as of FY18.*

*Andrea Osborne, NDE Business & Support Services Division Administrative Services Officer*

- Andrea explained that she is providing information so that NDE is supporting RPDPs as best they can within the policies determined by the Governor's finance office (GFO) and Legislative Counsel Bureau (LCB). The distributions of funds have been switched to reimbursement basis per LCB and GFO. RPDP directors asked clarifying questions regarding how often Request for Funds (RFFs) should be submitted. Andrea responded that quarterly RFFs are certainly appropriate, but RFFs can be submitted more frequently if necessary.
- Andrea clarified that monies can be moved through budget amendments into different budget categories as long as they don't exceed 30,000 dollars and/or 10%.
- Andrea discussed the biennial budget and reminded them that by the next RPDP meeting they should be working on their next biennial budget. The Base Budget is based on what has been expended up to that point. It is important to make sure the RFFs are submitted quickly especially near the end of the fiscal year. The funds do roll over this fiscal year into the next, but they don't between biennium and the rollover would not be included in the next base budget and could impact how much legislators approve.
- Chelli shared her concern about an infusion of money for projects with Nye County school district that SNRPDP has been contracted to do, looking clean on paper. She expressed the desire to meet with Andrea and discuss the best way to document transactions to ensure SNRPDP is following procedure and best practices.
- Andrea reminded the group that it is best practice to expend all of the base year funds during the base year. There is a risk of losing those funds from the base budget that have not been expended before the end of June.

## UPDATE ON STATEWIDE FAMILY ENGAGEMENT PROGRAM

*Pursuant to NRS 391A.135 the RPDP Council will cooperate with the Office of Parental Involvement and Family Engagement (PIFE) to establish a statewide training program concerning effective parental involvement and family engagement. Members will hear an update from RPDP Directors regarding proposed plan to create a statewide training program concerning effective parental involvement and family engagement. Possible action may include discussion/recommendation regarding a statewide program concerning parental involvement and family engagement.*

*Dr. Sarah Negrete, Director, Northeastern RPDP; Kirsten Gleissner, Director, Northwestern RPDP; Dr. Chelli Smith, Director, Southern RPDP*

- Chelli introduced Nathalie Brugman, Regional Trainer with SNRPDP and Family Engagement Specialist, who has built the coursework on the family engagement piece. Nathalie stated that in the past it was presented that they were creating PD for Family engagement to include modules. They decided it would be most appropriate to consider what was in legislation in regards to the 6 standards for family engagement. Had to consider how it could be rolled out with lack of personnel and decided to create modules that could be taken back to their schools. Modules would mirror standards. An introductory model has been created. She explained that she had a collaborative meeting with NDE and concerns were brought up surrounding how it would be rolled out and incentives to get teachers to take the courses. Given those concerns, adjustments were made. They designed a course teachers could take individually and may receive credit for licensure renewal. Since then, they decided that she would facilitate the course for data collection. Course design includes three face to face classes as well as online curriculum and collaboration. They have filled the class with CCSD and Nye teachers. It is at capacity of 30 people. They filled quickly, but had 15 people drop because there were not aware that it would not take the family engagement provision off of their license. SNRPDP is looking into providing a course that can remove the provision of an educator's license.
- Dena explained the history on the family engagement course for licensure renewal.

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- Alberto Quintero of the Parent Involvement Family Engagement (PIFE) Office had questions surrounding the course. His questions were about course capacity, marketing of the course, the syllabus and how data was collected.
- The council had a robust discussion with Nathalie and Alberto regarding the course and the possibility of having SNRPDP focus on building the course into a complete program that could be used for license renewal.

#### FUTURE MEETING DATES AND AGENDA ITEMS

- Dena reviewed results from the Doodle Poll and explained that either April 20th or April 30<sup>th</sup> would work best.
- Chair Zander and Dena will discuss and decide, so asked members to look for an email announcing the data.
- Discussion for next meeting agenda items included the following:
  - Presentation from staff regarding what the Council can do regarding the recommendation of a data system to SBE
  - Follow up on administrative budget and biennium budget
  - Requested that council members review PIFE course syllabi available so the council can have a better idea of what is available
- Kirsten Gleissner in north asked about getting rid of district reports. Asked Dena to specify which report. Dena explained that statute used to require separate reports for RPDPs and districts. The district report is no longer required, but RPDPs must report what they've done for each of the districts they serve. Kirsten asked about the form on which that report is supposed to be done which is supposed to be prescribed by NDE.

#### PUBLIC COMMENT #2

No public comment in the north or south.

#### ADJOURNMENT

Meeting adjourned at 1:48 PM