

CDE MEETING AGENDA



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Ensuring equity and opportunity for every student, every step of the way.



Meeting Logistics & Desired Outcomes

Meeting: ESSA Committee of Practitioners
Date & Time: Thursday, August 11, 2022; 9:00 a.m. - 10:00 a.m.
Location: Virtual (Zoom)

Meeting Leads: Amy Beruan (Elected Co-Chair)
Shannon Wilson and Rachel Temple (CDE Leads)

Objective: 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).

Agreed Upon Norms:

- Be present and engage fully.
- Let everyone have a voice and be heard! Don't talk over each other.
- When not talking, turn off mic on your computer/phone to minimize background noise.
- Begin and end meetings on time. Stick to times allotted for topics, to the extent possible, or develop next steps for moving the work forward if running out of time.
- Use time productively.
- Assume positive intent and ask for clarification when something lands wrong.
- Come prepared.
- The chair of the meeting should enforce the norms.

Attendees: Clint Allison, Cassandra Berry, Amy Beruan, Shineth Cunanan Gonzales, Rochelle Gomez, Laura Gorman, Andrew Miller, Christy Sinner, Mitzi Swiatkowski, Joey Willett.

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Agenda Items and Next Steps

Headline Time Presenters	Agenda Item Prep (if needed)	Summary/Notes
<p>Welcome Committee Business 9:00-9:10 <i>Shannon, Rachel</i></p>	<ul style="list-style-type: none"> CoP members will vote on the approval of the minutes from the previous meeting and review the agenda for the meeting. Revisit norms to ensure on track with expectations / commitments 	<ul style="list-style-type: none"> May 2022 Meeting Minutes are approved.
<p>Membership Update 9:10- 9:15 <i>Shannon, Rachel</i></p>	<ul style="list-style-type: none"> Update on our membership status What vacancies will we need to fill for this year? Share the application 	<ul style="list-style-type: none"> In 2021-22, CoP had 25 members; we currently have 20 members for 2022-23. We are currently seeking representation from administrators (school leaders); paras; members of local school boards; representation from the SW region; and Title I administrations from the North Central, Northwest, Southeast, and Southwest regions. CDE is sending recruitment emails to referred individuals. If you know of someone who may be interested, please email us their contact information or request they fill out the application. In an effort to provide sufficient time to review membership applications prior to our next meeting, we are

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		requesting applications be submitted by September 9.
Co-chair Nominations and Election 9:15- 9:30 <i>Shannon, Rachel</i>	<ul style="list-style-type: none"> Responsibilities of the co-chair Nominations Election (Zoom poll) 	<ul style="list-style-type: none"> By majority vote, Joey Willett is elected as co-chair (9 members were present and participated in voting).
RC Assignments 9:30-9:40 <i>Tammy</i>	<ul style="list-style-type: none"> Share new RC assignments Vote on whether it should be organized by number or alphabetical order 	<p><u>Presentation Highlights:</u></p> <ul style="list-style-type: none"> CDE's Regional Contact webpage has been updated with revised assignments. The field was notified of changes to assignments at office hours. <p><u>Feedback from CoP Members:</u></p> <ul style="list-style-type: none"> By majority vote, members prefer the website be arranged alphabetically by district name.
Monitoring Self-Assessment Introduction 9:40-9:50 <i>Tammy, Bill</i>	<ul style="list-style-type: none"> Brief update on monitoring status Introduce self-assessment tool CDE will send draft assessment in early September for written feedback. We will discuss further at the September meeting. 	<p><u>Presentation Highlights:</u></p> <ul style="list-style-type: none"> Key reflections of 2021-22 monitoring: <ul style="list-style-type: none"> CDE needs better differentiation between Tier I and II. Risk levels can vary between fiscal and program. Modifications to monitoring process: <ul style="list-style-type: none"> Rely more on self-assessment for Tier I and Tier II. Reduce evidence submission and review.

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- Next steps:
 - Send notification letters with training information by the end of August.
 - Develop/revise the self assessment. The self assessment is to be shared with CoP for feedback prior to the September meeting. Once finalized, the self assessment will go to EDAC for a final stamp of approval.
 - Provide training for districts.

Feedback from CoP Members:

- Will CDE follow the same monitoring schedule that was released last spring?
 - CDE Response: The schedule released for districts and BOCES will remain the same.
- Will notification letters be utilized as a formality? Most districts should know this is their scheduled monitoring year.
 - CDE Response: Yes, districts will be formally notified. The monitoring letter will provide more specific information about the process.
- Will everyone regardless of tier complete a self assessment?

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		<ul style="list-style-type: none"> ○ CDE Response: Yes ● Recommendation to share the revised EDAC approved self assessment with districts in advance of their scheduled monitoring, to be utilized as a tool to get ahead of the game. ● Could a district be selected in a different year than what was published on the monitoring schedule, depending on tier status? <ul style="list-style-type: none"> ○ CDE Response: No, we will not be adding any additional districts. ● Do you have a risk-assessment tool? <ul style="list-style-type: none"> ○ CDE Response: Yes, CDE has an internal risk assessment used to help determine the level of monitoring needed. It is an internal document, not publicly shared. However, the list of indicators is included in the protocols and process document on the website.
<p>22-23 CoP Meeting Dates, Format 9:50-10:00 <i>Shannon, Rachel</i></p>	<ul style="list-style-type: none"> ● Dates: September 22, November 3, February 23, April 20, May 11 ● September meeting will be hybrid format 	<p><u>Presentation Highlights:</u></p> <ul style="list-style-type: none"> ● Based on member feedback, 2022-2023 meetings will be hybrid; a call-in option will be made available for in-person meetings.

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	<ul style="list-style-type: none"> ○ Location: Lakewood Public Library ● Future locations ● In-Person Survey <ul style="list-style-type: none"> ○ Proposed norm 	<ul style="list-style-type: none"> ● Because we are resuming State and Federal identification of schools for support and improvement, and submitting a revision to the ESSA State Plan, additional CoP meetings may be needed. ● The September 22 meeting will be a hybrid meeting held at Lakewood Public Library. ● Per guidance received at the Washington, D.C. NAESPA and CCSSO conferences, in order to use Federal funds to pay for lunch, the following requirements must be met: The meeting must be an all day meeting (7+ hours) and must have a business need that necessitates the full day meeting; be at a location that does not allow for easy access to food; and a working lunch is scheduled. For the September meeting, CDE's Associate Commissioner will provide lunch. ● CDE is seeking feedback from members on the preferred structure and frequency of meetings. Other States have opted to meet for 2-3 hours monthly; given that it is a heavier year in terms of needing more regular feedback and input, would it be a good time to switch to more frequent meetings? <ul style="list-style-type: none"> ○ CoP Feedback: The most important consideration
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		would be to get any possible meeting dates on a calendar.
<p>Closing 10:00 <i>Shannon, Rachel</i></p>	<ul style="list-style-type: none"> Next meeting: September 22, 10:00-3:00, hybrid at Lakewood Public Library 	

Feel free to share your agenda topic submissions through the [submission request form](#). Please let us know if you have any questions.