

# MCASE BOARD AGENDA FOR JUNE 15, 2018

## Agenda paired with our Strategic Plan



### MCASE STRATEGIC PLAN 2016-2020

#### **Core Purpose**

*Building leadership capacity of educational professionals to ensure success for "all" students.*

#### **Core Values**

- 1 We believe all children can learn and achieve.*
- 2 We support strategic specialized in-service, pre-service training and professional learning that focuses on the whole child for all stakeholders across the state.*
- 3 We politically advocate for funding, federal/state legislation, policy development, and rule making.*
- 4 We value high quality public education.*
- 5 We promote and endorse professional partnerships for the benefit of student learning/success.*

#### **Big Audacious Goal**

*MCASE is a driving force in unifying Montana's general and special education to provide high quality, integrated systems of public education, enabling all students to pursue their individualized goals.*

#### **Vivid Descriptions**

- 1. Politically advocate at the local, state and federal levels to increase sustainable funding for public education enabling students to access the general ed. curriculum and to be career and college ready.*
- 2. MCASE's efforts are reflected in seamless inclusion and support of all students where each student's talents, learning styles, and diversity are celebrated in strength-focused instruction across the state.*
- 3. Create and facilitate recognized models of educational support that are integrated and meet the needs of all students.*
- 4. MCASE supports, promotes and engages in a research-based, continuous improvement system of professional learning for all educators to promote student excellence.*
- 5. Highly qualified personnel are well educated, trained, mentored and working to meet the needs of all students.*

### **Invitees:**

#### MCASE Board Members:

Karen Underwood  
Dave Means  
Jenifer Cline  
Michelle Halberg/Jenny Malloy  
Lisa Von Bergen  
Mary Meehan  
Laurie Smith  
Cheryl Russell  
Pam Pettigrew  
Tamra Covington

#### SAM:

Executive Director, Kirk Miller  
Associate Director, Pat Audet

#### OPI Representatives:

State Special Education Director,  
Frank Podobnik  
Assistant Director, Dick Trerise

#### CASE Officers:

Jenifer Cline  
Emilie Maule

#### MCASE Members At-large

### **Welcome and Introductions:**

Karen Underwood

### **Consent Agenda:**

Review of Minutes from February 28, 2018

### **Guest Report(s):**

SAM: Executive Director Kirk Miller

OPI: TBA, if possible

**Goals and Strategic Objectives**

**1. Leadership: Promote and Strengthen Special**

**Education Leadership**

**Strategic Objectives**

1.1 Support active membership through the use of a variety of tools; e.g. social media and personal networking.

1.2 Collaborate with other affiliates in conference planning.

1.3 Increase communication across regional MCASE groups.

1.3.1 Highlight regional discussions on SAM website.

1.4 Promote volunteerism to the SAM Mentorship program.

1.5 Work with SAM to develop an Associate Membership

**Business:**

1.1a Review SAM website feature, Community Forum

1.1b MCASE Budget and Membership Updates

Healthy budget, approaching a time when we can join a managed property portfolio

1.2a/3.3.1a

Future Conference Speaker Suggestions

Upcoming Fall 2018 MASS/MCASE Conference

MCEL: Preschool? Behavior Specialists? Funding? --- How do we provide a meaningful Presence and contribution?

1.3a Review proposed annual meeting schedule and review annual CASE report in light of upcoming activities

1.4 New Leaders Training

2. ***Professional Learning: MCASE will collaborate with state and local professionals including higher education to anticipate and provide professional learning opportunities that address the complex needs of learners.***

2.1 Continued support of MCEC

***Strategic Objectives***

- 2.1. *MCASE will publicize/distribute information regarding professional development opportunities throughout the state.*
- 2.2. *MCASE will invite experts in areas of need such as social skills training, autism, trauma, etc. to increase capacity of all educational providers.*
- 2.3. *MCASE will seek input from the field on priorities for professional development.*

**3. Advocacy: Promote and strengthen advocacy for sufficient special education funding and for an integrated system to ensure success for "all" students.**

*Strategic Objectives*

*3.1 Engage in political advocacy*

*3.1.1 Regional and local representation and advocacy*

*3.1.2 Statewide: study group/task force representation, Delegate Assembly, call to action opportunities, and representation during legislative sessions.*

*3.1.3 Nationally: increased representation at National CASE Conference, Washington DC legislative training, and representation during legislative sessions.*

*3.2 Partner with General Education Initiatives*

*3.2.1 MTSS*

*3.2.2 Common Core*

*3.2.3 Graduation Matters*

*3.2.4 ESSA implementation*

*3.3 Collaborate with agencies, groups and families.*

*3.3.1 Explore partnerships with mental health providers and/or agencies (EG. CSCT, private therapists, residential and day treatment facilities etc.)*

*3.3.2 Collaborate with hospitals/clinics*

3.1.1a Region Reports

3.1.1b Discussion of Cooperatives and trends for leaving Cooperatives; impact on cooperatives/districts financially and on student services

3.1.1c Recruitment review, budget and activities

3.3.1d Contracts renewed for Recruit Project

3.1.2a Delegate Assembly review

3.1.3 July D.C. trip and federal topics- Jenifer Cline and Tamra Covington

Attachments to follow:

Minutes from February Meeting  
Recruitment Budget Forecast  
Calendar of Meetings  
CASE reporting template

Created on 8-4-16. Strategic Planning Team: Chris Bilant, Dave Means, Karen Underwood, Lisa VonBergen, Chris Rice, Michelle Halberg, Laurie Salo, Dale Lambert, Tamara Covington. Facilitated by Kirk Miller. 9-12-16; ratified on 2-28-2018.

**MCASE Executive Board Meeting  
February 28, 2018**

**Highlights of Kirk Miller's (SAM) report**

- Provided Executive Board with MCASE and SAM activities/focus areas handout
- This info and other info can be found on SAM website under MCASE Board of Directors tab
- Contemporary issues can be accessed by clicking on link to each topic
- SAM is working on a spotlight series on School Safety and Emergency Mgmt. Planning
- Kirk showed us we can use the Community Forum Tool to document and video on the member landing page.

**MCASE and Recruitment Budgets**

- Both are in good shape for the near future.
- We are approaching the option of a Managed Property Investment Portfolio which can be done in \$5,000 increments.
- Operating Budget stands at approximately \$60,000.
- Net worth now is approximately \$102,000 with expenditures.
- Dues structure will be modified to reflect mandated membership in MCEC.

**Action Items**

- Dave Means made a motion to adopt our strategic plan,
- Seconded by Mary Meehan
- Passed unanimously
- We will consider revisiting strategic plan in 2019
- Mary moved to support Copper patronage of CASE, Dave seconded; motion passed.

**Fall Conference 2017 Discussion**

- Some concerns at regional level on combining with MASS provided reduced Special Ed. focus
- Will continue with joint conference for next year.
- Consider third day having sped focus (504, dyslexia, Low Incidence disabilities, Facilitation Training, Julie Weatherly, etc.)

**Plan for Friday Morning MCASE Business Meeting**

- Discuss membership advocacy
- Cracker Barrel discussion
- Facilitate conversation regarding the changing role of SLPs, OTs, PTs, service delivery and how to bill for their services when mostly using collaborative model
- Discussion of resources being used by Directors
- Legislative effects and contacts
- Websites and ADA compliance issues
- School threats and responses
- Solicit ideas for fall conference speaker(s)
- MASS/MCASE
- Discuss MCASE new leader training

Meeting adjourned 7:31

**MCASE Business Meeting  
March 2, 2018 at CEC**

**Karen reviewed...**

- Co-op Director meeting highlights
- Funding and legislative efforts
- Resolutions for funding for legislation
- Considering resolutions for Delegate Assembly
- Discussed Tim Miller's efforts to advocate for co-op funding through Rick Duncan and Powell County
- SAM recommends MCASE be cognizant of dividing ourselves/priorities in regard to overall funding and co-op funding
- May need to try to maintain what we have in funding vs. trying to gain in the next legislative session
- 2 co-ops belong to MREA, other may want to consider to broaden their bases

Dale Lambert reported that MREA allows a stipend for rural ed teachers that is outside of district/coop budgets and encouraged conversation with Dennis Parman regarding incentives related to recruitment.

**Membership Info**

- Membership increased by 3% over last year.
- Discussed changes related to MCASE membership now including CEC membership

**Recruitment Project Info by Lori Ruffier**

- Good pool of School Psychologists for this year
- Speech Pathologist are now off of the critical shortage list.
- Need more Special Education Teachers
- Lori is engaging in first Virtual
- Career Fair with Big 10 Colleges this year
- Good results from NASP conference this year
- Recruitment Project is on Facebook.

**CASE Conference**

- Consider National Case conference participation.
- We can be/have a virtual site and/or get DVDs

### Recruitment Plans for 2018-2019

<b>Event</b>	<b>Location</b>	<b>Dates</b>	<b>Whose Going</b>
MCASE Fall Meeting	Bozeman, MT	Sept. 17 <sup>th</sup> - 18 <sup>th</sup> , 2018	Lori Ruffier
University of Mary	Bismarck, ND	Oct. 1 <sup>st</sup> , 2018	Deb Linn
Minot State University	Minot, ND	Oct. 2 <sup>nd</sup> , 2018	Deb Linn
Washington State University	Spokane, WA	Oct. 12 <sup>th</sup> , 2018	Monica Pugh
University of Montana Speech and Psyc. Dept.	Missoula, MT	Oct. 20 <sup>th</sup> , 2018 and Another date	Kaitlin and Lori
University of Mary	Billings, MT	Nov. 9 <sup>th</sup> , 2018	Lori
ASHA	Boston, MA	Nov. 14 <sup>th</sup> - 17 <sup>th</sup> , 2018	Lori and Kaitlin
MCEC	Helena, MT	Feb. 19 <sup>th</sup> -22 <sup>nd</sup> , 2019	Lori Ruffier
NASP	Atlanta, GA	Feb. 26 <sup>th</sup> –March 1 <sup>st</sup> , 2019	Lori Ruffier
Washington Educator Career Fair	Spokane, WA	March 13 <sup>th</sup> , 2019	Lori
Carroll College	Helena, MT	March 22 <sup>nd</sup> , 2019	Lori
Washington Educator Career Fair	Tacoma, WA	March 29 <sup>th</sup> , 2019	Lori
Idaho State University	Pocatello, ID	March 30 <sup>th</sup> , 2019	Michelle Halberg
Oregon Profess. Career Fair	Portland, OR	April 2 <sup>nd</sup> , 2019	Lori
Univ. of Northern Colorado	Greeley, Co	April 5 <sup>th</sup> and 6 <sup>th</sup>	Lori Ruffier
University of Montana	Missoula, MT	April 9 <sup>th</sup> , 2019	Lori Ruffier
MASBO	Great Falls, MT	June 12 <sup>th</sup> -14 <sup>th</sup> , 2019	Kaitlin

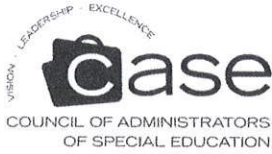
**SAM & AFFILIATE  
BOARD OF DIRECTORS  
2018-19 MEETING SCHEDULE**



<b>Date</b>	<b>Time</b>	<b>Entity</b>	<b>Location</b>	<b>Board</b>
June 14, 2018	8:00am-1:30pm	SAM	Helena	Full SAM Board
June 15, 2018	8:00am-12:00pm	SAM	Helena	Delegate Assembly
June 15, 2018	12:30pm – 4:00pm	SAM	Helena	MCASE Executive Board *
June 15, 2018	12:30pm – 4:00pm	MASS	Helena	MASSP New Board Orientation/Strategic Planning
July 30, 2018	4:00pm-7:00pm	MASS	Helena	MASS Board Strategic Planning
July 30, 2018	4:00pm-7:00pm	MASSP	Helena	MASSP Board Strategic Planning
September 14-15, 2018	9:00am-6:00pm 9:00am-3:00pm	META	Bozeman	META Annual Board Retreat
September 16, 2018	6:00pm-8:00pm	MASS	Bozeman	MASS Board Meeting
September 16, 2018	6:00pm-8:00pm	MCASE	Bozeman	MCASE Executive Board *
September TBD	TBD	MACSS	TBA	MACSS Board
October 18, 2018	4:30pm-7:00pm	SAM	Missoula (MCEL)	Full SAM Board
October 19, 2018	8:30am-10:30am	SAM	Missoula (MCEL)	SAM Business Meeting
November 28, 2018	10:00am-2:00pm	MAEMSP	Helena	MAEMSP Board
January 9, 2019	9:00am-11:00am	META	Helena	META Board
January 11, 2019	10:00am – 3:00pm	SAM	Helena	Full SAM Board
January 27, 2019	TBD	MAEMSP	Helena	MAEMSP Board
January 27, 2019	TBD	MASSP	Helena	MASSP Board
February TBD	TBD	MACSS	TBA	MACSS Business Meeting
February 20, 2019	5:00pm – 6:00pm	MCASE	Helena	MCASE Executive Board *
March 11, 2019	1:00pm-4:00pm	SAM	Helena	SAM Executive Board
March 17, 2019	6:00pm-8:00pm	MASS	Helena	MASS Board
March 18, 2019	3:00pm-4:30pm	META	Helena	META Board
April 5, 2019	1:00pm-4:00pm	SAM	Helena	Full SAM Board
April 29, 2019	9:00am-3:00pm	MAEMSP	Helena	MAEMSP Board Reorganization Meeting
May 15, 2019	9:00am-11:00am	META	Helena	META Board Reorganization Meeting
June 13, 2019	8:00am-1:30pm	SAM	Helena	Full SAM Board
June 14, 2019	8:00am-4:00pm	SAM	Helena	Delegate Assembly
June 14, 2019	12:30pm-4:00pm	MCASE	Helena	MCASE Executive Board *



# DRAFT



## **Annual Report Template for 2017-2018 - Link to this document is: <http://bit.ly/17arcase>**

This report is used to report your Unit activities, to determine Unit Awards for Outstanding Achievement and Exemplary Unit and as a platform to share valuable effective information to both the Board of Directors and other Units.

**Your submission is due June 30, 2018.**

This completed report is required for CASE to issue membership rebate reimbursement checks to your Unit. Rebates may not be made to Units whose annual report is not submitted. In addition, this information is needed in order for CASE to sponsor a representative from your Unit at the annual Board Of Directors Meeting at fall conference.

**You must be logged into a Google account, either school-based or personal, to perform the following:**

In the top left corner, click **FILE**, then **MAKE A COPY**. This will copy the document to your own Google Drive for editing. Make sure to **rename** the document to indicate which State you are in. E.g.: **2017-18 MICHIGAN CASE Annual Report**

When you have completed your form, do the following: In the top right corner of this document, click the SHARE button. Then add my email, [emtecabe@gmail.com](mailto:emtecabe@gmail.com) in the People box and click the pencil to allow CAN EDIT permission. Add a note that you are completed, then click DONE. This will email me that you have submitted your form.

For any questions, comments or suggestions, contact your Unit Development Representative:  
Emilie Maule - [emtecabe@gmail.com](mailto:emtecabe@gmail.com) - 98 E Hyalite Peak Dr, Bozeman, MT 59718.

### **Sections to be completed:**

OFFICERS

AWARDS

COMMUNICATION:

LEGISLATIVE:

MEMBERSHIP:

PROFESSIONAL DEVELOPMENT:

OTHER ACTIVITIES:

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YOUR PROVINCE OR STATE:	Montana	NAME AND ACRONYM FOR YOUR UNIT:	MCASE
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## OFFICERS

<b>PRESIDENT:</b>	<b>Karen Underwood</b>	<b>CO-PRESIDENT, IF APPLICABLE:</b>	
MONTH/YEARS OF CURRENT TERM and LENGTH OF TERM	June 2017-June 2019	MONTH/YEARS OF CURRENT TERM and LENGTH OF TERM	
EMAIL:	<b>karen@ywccssc.k12.mt.us</b>	EMAIL:	
ADDRESS:	<b>410 Colorado Ave.</b>	ADDRESS:	
CITY:	<b>Laurel</b>	CITY:	
PROVINCE/STATE:	<b>MT</b>	PROVINCE/STATE:	
POSTAL/ZIP CODE:	<b>59044</b>	POSTAL/ZIP CO <input type="text"/> DE:	
PHONE:	<b>406-949-9539</b>	PHONE:	

<b>REPRESENTATIVE TO CASE BOARD OF DIRECTORS:</b>	<b>Karen Underwood</b>	<b>PRESIDENT ELECT:</b>	<b>Michelle Halberg</b>
MONTH/YEARS OF CURRENT TERM and LENGTH OF TERM	June 2017-June 2019	MONTH/YEARS OF CURRENT TERM and LENGTH OF TERM	June 2017-2019
EMAIL:	<b>karen@ywccssc.k12.mt.us</b>	EMAIL:	<b>mhalberg@galmadspecialcoop.org</b>
ADDRESS:	<b>410 Colorado Ave.</b>	ADDRESS:	PO Box 162
CITY:	<b>Laurel</b>	CITY:	Belgrade
PROVINCE/STATE:	<b>MT</b>	PROVINCE/STATE:	MT
POSTAL/ZIP CODE:	<b>59044</b>	POSTAL/ZIP CODE:	59714
PHONE:	<b>406-949-9539</b>	PHONE:	406-388-6508

<b>EXECUTIVE DIRECTOR/PAID STAFF:</b>	<b>SAM Executive Director, Kirk Miller</b>	<b>OTHER STAFF:</b>	
EMAIL:	<b>samkm@sammt.org</b>	EMAIL:	

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ADDRESS:	900 N. Montana Ave., Suite A-4	ADDRESS:	
CITY:	Helena	CITY:	
PROVINCE/STATE:	Montana	PROVINCE/STATE:	
POSTAL/ZIP CODE:	59601	POSTAL/ZIP CODE:	
PHONE:	(406)442-2510	PHONE:	

## AWARDS

CONSIDER FOR OUTSTANDING ACHIEVEMENT
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AWARDS CHAIRPERSON 2017-18:	Dave Means	EMAIL:	dmeansd@whitefishschools.org
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Describe awards presented within your province/state: (annual/when warranted/other)

Distinguished Service Awards are presented annually to the Special Education Director of the Year, the Regular Education Teacher of the Year, Special Educator of the Year. These are presented in conjunction with the state CEC conference.

Additionally our membership supports and encourages our state Comprehensive Service Professional Development Awards which include the following which are also awarded regionally each year in conjunction with the CEC annual convention in Montana: Para Educator of the Year, Para Teacher Team of the Year, Leader of the Year, and Yes I Can Award (a student recognition award).

Finally, our Administrators' umbrella organization in the state, the School Administrators of Montana, recognizes our award recipients at a banquet for Excellence in Education each June.

Do any awards exemplify special education advocacy?

Each of our awards rests on the premise of advocacy.

Were any individuals from your unit submitted to International CASE for award consideration?

We submitted Dale Lambert for Special Education Administrator of the Year through CASE.

New awards or scholarships in 2017-18?

N/A

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Please share strategies you have found effective in soliciting award nominations.

Our award nominations are sought through personal contact, list serve advertisements, and invitations/solicitations by members of our Board of Directors primarily.

List awards and recipients for 2017-18:

#### **MCASE Special Education Director of the Year –Sara Jones**

The Montana Council of Administrators of Special Education Director of the Year Award honors a “director” who offers innovative and effective programs that have positively influenced the field of special education and have impacted services to exceptional children.

Sara Jones and special education coordinators like her are unsung heroes. She excels at relationship building with her own district administrators and parents and inclusive of our Cooperative schools and myself. She has aided in many successful transitions from Bozeman District to a Co-op school by placing the student and parent needs first, front loading the receiving district and working collaboratively on the IEP with her team. This takes effort and time that is surely not built into her day. She knows every student and every family in her care and supports the hard working special education teachers and specialists that are on her team. Sara has a clear vision and values for student outcomes. She is consistent in teaching about the "why" of special education and related services under the IDEA and is actively involved in staff training. Sara is leading special education and knows how to do this as a part of an administrative team within her District.

#### **MCASE Special Educator of the Year – Jan Witt**

Jan Witt has developed an exceptionally strong life and vocational skills program at Hamilton High School. Jan's life skills program focuses on exposing those students with the highest needs to meaningful and productive vocational opportunities that fit their individualized skill sets. Her students are involved in meaningful jobs including planting, tending and harvesting food in the department's greenhouse for use in the school lunch program and operating a department owned, professional latte/espresso bar that services students and staff at Hamilton High School. Jan has built a solid recycling program that involves students from both the high school and middle school campus as well as in-school jobs assisting in the school cafeteria, operating a paper shredding service, and constructing paper fire-starter bricks that are sold at her students' annual plant and greenhouse sale. Jan has students who travel into the community on a daily or weekly basis to work in multiple industries including personal care, food service, janitorial, and sales. She has created business partners throughout the community so her students can have short internships in real jobs with local motels, stores, agencies, businesses, etc. based on their individualized interests and needs.

Jan has expanded her work within the educational setting to involve typically-functioning peers in the education, socialization and vocational training of her students. Jan designed an Exceptionalities Class where students can earn school credit for spending a class period each day working directly with exceptional students. They support their exceptional peers with educational lessons, school activities, and vocational assignments; building tolerance and understanding for individual differences that could never be learned as well from a book.

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Jan is a tireless advocate for young people with special needs! She consistently goes above and beyond to provide opportunities for her students with intensive needs to develop meaningful life skills and forge bonds with the various supports in the community which will lead to a richer and more productive adult life for Hamilton High School graduates. She has forged strong relationships with all community agencies that work with high-needs adults and consistently explores new ideas and partnerships within our community. She has multiple agencies that come into the high school to teach job skills, act as job coaches, explain the availability of adult services and to enhance students' self-advocacy and leadership skills. Her focus on adult transitions is truly exemplary and our life skills graduates leave Hamilton High School with a strong, meaningful plan for adult living and working that is implementable immediately.

Besides the immeasurable impact Jan has on the lives of young people with special needs, her work in her Exceptionalities Class is guiding groups of young people to be more accepting, tolerant, understanding and to advocate for their exceptional peers. Several of her previous exceptionalities students are either pursuing degrees in education, special education, working as paraeducators in a special education setting, or working with peers in the Special Olympics. The impact that Jan has had on young adults with disabilities is truly immeasurable and beyond compare.

**MCASE General Educator of the Year – Amanda Rapstad**

Amanda does an amazing job differentiating her lessons and meeting student needs, including those being serviced by Special Education. Her lesson planning is authentically designed to ensure highest levels of engagement while addressing each standard. For this reason, many of the students serviced by Special Education have been able to increase their time around their peers while showing an increase in academic proficiency and/or decrease in maladaptive behaviors.

Amanda's level of differentiation and standards-based assessment practices have allowed for an increased amount of time spent in the Least Restrictive Environment and around typically developing peers. This has improved their academic achievement as well as generalization of behavioral modification strategies and self-regulation. In addition, those students on the opposite end of the spectrum also experience increased levels of academic challenge, which allows for steady academic growth and consistent engagement.

OUR MOST SIGNIFICANT ACTIVITY IN AWARDS THIS YEAR WAS:

While unrecognized at the national level, we are proud of our nomination of Dale Lambert for Special Education Administrator of the Year. Dale has communicated so effectively across administrative ranks in the state of Montana and humbly serves as a beacon for our state educators. He casts a forward light helping administrators, service providers and even legislators in imagining how education can be expanded, enhanced and improved for all our students despite barriers.

**COMMUNICATION:**

CONSIDER FOR OUTSTANDING ACHIEVEMENT

COMMUNICATION EMAIL:

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CHAIRPERSON 2017-18:			
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Does your Unit publish and disseminate a newsletter? If so, number of issues published this year?

We do not publish a newsletter at this time.

Does your Unit maintain a website? If so, list the URL.

<http://www.sammt.org/mcase>

Did your Unit submit articles/materials to other publications? If so, list them below.

We routinely provide articles to our School Administrators of Montana publication which is viewed by administrators in all affiliates across our state: superintendents; elementary, middle and high school administrators; technology administrators, county superintendents, and, of course, special education directors.

The public has web access to view these articles as well.

List any other publications published by your Unit:

Do you conduct electronic surveys? If yes, how are the results communicated to your membership?

We do participate in surveys through our state umbrella organization of administrative affiliates. We have recently also participated in a higher education survey on speech pathologists and a regional survey under NASP on school psychologist retention factors. Results of these surveys are e-mailed and on occasion discussed at board of director meetings.

How does your Unit communicate quickly with membership? (Examples: Listserv, blog, twitter, email, WIKI)

List-serve and Community Forum

Does your Unit facilitate sharing of information from state, federal and provincial education partners?

We primarily use e-mail for forwarding state and federal information.

OUR MOST SIGNIFICANT ACTIVITY IN COMMUNICATION THIS YEAR WAS:

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The year we began using a new Community Forum tool on our website. We can automatically receive email notifications of new topics posted in a Community Forum that we elect to belong to and receive email notifications of replies only if we have subscribed to the topic. We now have the option of AUTOMATICALLY subscribing to new topics AND AUTOMATICALLY receiving email notification of replies to topics. This streamlines our e-mail process and provides efficiency and timely responses.

*More ?*

**LEGISLATIVE:**

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CONSIDER FOR OUTSTANDING ACHIEVEMENT

LEGISLATIVE CHAIRPERSON 2017-18:	Tamra Covington	EMAIL:	covingtont@billingssschools.org
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List/describe STATE activities/topics addressed by committee this year:

List/Describe	Results/Comments
SAM Delegate Assembly	<p>Our legislative platform is developed through a collaborative process with other administrative groups in the state. In order to prioritize our agenda our executive director for School Administrators of Montana hosts an assembly where resolutions of advocacy are debated and consensus is reached on selected resolutions which we take to our membership for ratification in October.</p> <p>Tamra sits on the Steering Committee for this activity and is one of the four major players in developing and refining resolutions to reflect our political agenda.</p>
MT-PEC	<p>Through our SAM organization we have representation in a dynamic collegial group which forwards Montana's educational platforms at the state level. MT-PEC includes our umbrella organization, the state school board's organization, the rural education organization, the school business officials' organization, MEA-MFT, and the MT Quality Education Coalition (an instrumental group in advocating for quality education --- through litigation if needed).</p>

List/describe FEDERAL activities/topics addressed by committee this year:

List/Describe	Results/Comments
?	
ESSA?	

What activities/topics have proven to be most effective in your province/state: ?



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Number of times your President/Executive Officers/Chairperson/Members have met with: Governor/Provincial Premier (or their representative), State Superintendent/Commissioner/Provincial Minister of Education, State/Provincial Director of Special Education, and/or Legislative Committee? Indicate with whom below.

With whom did you meet?	How many times
<i>Should we be more active?</i>	

Do you work with other professional organizations in your state on legislative issues?

Yes, through SAM Delegate Assembly and MT-PEC as described above.

Does your Unit send out a call for legislative action?

Our Unit does and Tamra Covington along with geographically identified legislative advocates invite legislators to luncheons, to panels, to conversations, to school visits, etc.

Did you utilize CASE legislative resources?

CASE legislative materials are shared primarily through e-mail correspondence.

OUR MOST SIGNIFICANT ACTIVITY IN LEGISLATIVE THIS YEAR WAS:

As our legislature meets every other year, maintaining an emphasis on special education funding in light of overall limited state and federal funding has been our focus. We have met as a board and as legislative advocates in subcommittees to reconsider our role in advocating for increased funding by utilizing different roles we each serve. For instance, one of our members Tim Miller has challenged other educational advocacy groups and our members in finding additional ways to wield influence.

Our last advocacy statements are included at the following site: <http://www.sammt.org/advocacy-issues-2017-18> These will be updated through our Delegate Assembly in June and ratified by our greater membership of SAM in October 2018.

## MEMBERSHIP:

	CONSIDER FOR OUTSTANDING ACHIEVEMENT
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MEMBERSHIP	Emilie Maule	EMAIL:	
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*max*

CHAIRPERSON 2017-18:		<a href="mailto:emtecabe@gmail.com">emtecabe@gmail.com</a>	
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Describe types of membership:

Membership was reviewed this year. Annual membership dues are paid through the SAM Office in MT. The options for membership include the following:

## MCASE Membership Information

**Full Membership (Includes MCASE, CEC, and CASE) \$360.00**

**Associate (Includes MCASE and CEC) \$144.00**

Full Student (Includes MCASE, CEC, and CASE) \$151.00

Retired Life Member (Includes MCASE, CASE, and CEC) \$151.00

Here is a listing of the available divisions of the Council for Exceptional Children (CEC) for you to join:

- Division for Learning Disabilities (DLD)
- Council for Children with Behavioral Disorders (CCBD)
- Division for Early Childhood (DEC)
- Division on Autism & Developmental Disabilities (DADD)
- CEC Pioneers Division (CEC-PD)
- Council of Administrators of Special Education (CASE)
- Teacher Education Division (TED)
- Division for Communicative Disabilities and Deafness (DCDD)
- The Association for the Gifted (TAG)
- Council for Education Diagnostic Services (CEDS)
- Division for Physical, Health & Multiple Disabilities (DPHMD)
- Division on Career Development & Transition (DCDT)
- Technology and Media Division (TAM)
- Division for Research (CEC-DR)
- Division for Culturally & Linguistically Diverse Exceptional Learners (DDEL)
- Division on Visual Impairment (DVI)
- Division of International Special Education and Services (DISES)
- Division for Visual and Performing Arts Education - (DARTS)

### Organizational Dues:

Please note that the CASE dues of \$60.00 are already calculated for you in the SAM dues totaling \$200.00. Annual membership dues in CEC include \$24.00 for a subscription to *Exceptional Children* and \$36.00 for *TEACHING Exceptional Children*. Annual membership dues in CCBD Division include \$8.00 for subscription to *Behavioral Disorders*, annual membership dues in DDD Division include \$8.00 for subscription to *Education and Training in Development Disabilities*. The School Administrators of Montana (SAM) office processes the CEC Dues with divisions that you have chosen individually as well as the Montana Council of Administrators of Special Education (MCASE).

*draft*

List/describe activities conducted to recruit or support membership:

Coordinated efforts by Regional Directors and MCASE Board Members as well as awareness offered through the state education office and the SAM trainings supports increased membership efforts.

MCASE and the state department co-hosted a September new director training which afforded MCASE members a direct opportunity to address membership advantages. A luncheon was also hosted at the fall conference where membership and networking benefits were shared.

*Will new director trng. continue?*

Describe those activities which are most successful:

Reaching out to new directors has been beneficial. Personal contact by current members serves us best.

UNIFIED MEMBERSHIP \* is defined as a member who pays dues and belongs to both CEC and CASE. Describe any strategy utilized by your Unit to increase the percentage of unified membership:

Our membership options are for unified membership.

<i>Number of Unit Members</i>	<i>Number of CASE Members</i>	<i>State/Province total number of Special Education Administrators</i>	<i>*Number of UNIFIED Members</i>
December	70	70	70
June	70	70	70

*How do we recruit members who identify w/ other affiliates?*

OUR MOST SIGNIFICANT ACTIVITY IN MEMBERSHIP THIS YEAR WAS:

We acknowledged our membership increases at our winter CEC/MCASE Awards evening where we presented the CASE certificate to our previous president Dave Means.

We have also made a concerted effort to include newer members in regional roles and promptly fill any board member vacancies with different indifferent individuals so that an individual is less likely to serve two roles thereby increasing involvement.

**PROFESSIONAL DEVELOPMENT:**

CONSIDER FOR OUTSTANDING ACHIEVEMENT

*duy*

PROFESSIONAL DEVELOPMENT CHAIRPERSON 2017-18:		EMAIL:	
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Describe activities conducted: (Conferences offered, number of statewide/provincial and regional CASE meetings, etc.) INCLUDE # OF ATTENDEES, SETTING AND OUTCOME.

We hosted two conferences this year, provided new director training in collaboration with our Office of Public Instruction, and held periodic regional meetings. Each meeting was well attended. Our fall meeting was held along with superintendents and our winter meeting coincided with our MCEC which is the largest special education conference in the state. During the fall meeting we reached 125 registrants with 36 of them being MCASE members/special education directors. This meeting was held in Bozeman, MT, at a local hotel/convention site. The keynote speaker was Dennis Dearden, President and Co-Founder of Monkey Business Associates. At MCEC we reached 396 registrants. The conference was held in Missoula, MT at a hotel/convention site. Keynote speakers included Marilyn Friend on Co-teaching; Natalie Montfort on "Birds and the Bees"/puberty and autism; Shawna Heiser on Challenging Behaviors; and Elizabeth Kaleva on Montana legal issues. Results of each of the conferences included renewal, advocacy, education, and overall professional development which benefit special needs students and supports educational personnel including teachers, administrators, paraprofessionals, and university personnel.

*Feel free to provide feedback for*

Did you utilize CASE professional development resources/tools? List them below:

*Inclusion on conferences*

CASE Materials and publications were shared very specifically at new leader training.

Does your Unit conduct a survey of the membership to identify needed professional development needs & opportunities? If yes, how were the survey results utilized to plan PD?

Each conference ends with an evaluation and includes a question on recommendations for future speakers.

How did your Unit collaborate with other educational and other partners to provide PD?

We work with the Montana Association of School Superintendents, Montana Council for Exceptional Children, the Montana Office of Public Instruction, our CSPD (Comprehensive System of Professional Development Councils) and our RESA (Regional Educational Service Areas).

We have a MCEC Liaison Member on our state Board of Directors.

List presenters from conferences held that you would recommend to other CASE Units:

<i>Presenter</i>	<i>Topic</i>	<i>Contact Information</i>
<b>Shawna Heiser</b>	Challenging Behaviors	<i>Shawna M. Heiser M.S. Board Certified Behavior Analyst Special Learning 1-ON-1 LLC (406) 580-2640</i>

*draft*

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OUR MOST SIGNIFICANT ACTIVITY IN PROFESSIONAL DEVELOPMENT THIS YEAR WAS:

Sustained professional development in a climate of economic challenges is our more notable accomplishment.

CONSIDER FOR EXEMPLARY AWARD - Overall Outstanding Unit

**OTHER ACTIVITIES:**

Did your Unit create any new, innovative practice(s) this year?

Does your Unit have a Strategic Plan?

Yes, the Strategic Plan is shared via the web and drives our meetings and activities throughout the year.

Did you have a goal for your Unit this year? If so, please list and comment on progress.

Big Audacious Goal: MCASE is a driving force in unifying Montana's general and special education to provide high quality, integrated systems of public education, enabling all students to pursue their individualized goals.

Does your Unit support attendance at CASE conferences and functions? (yes/no) - If yes, please describe:

Our board recently adopted a new line item in our annual budget which provides for our president and president-elect to attend CASE and also for our recruitment liaison to attend designated regional and national meetings.

Has your Unit been able to support CASE during this year? (Hosting, Patron Club, sponsorships, door prizes, etc.?). If yes, please describe:

We have also committed to Copper Patronage within our annual MCASE budget.

Has your Unit supported CEC federally or within your own state or province? (Provide stories for CEC Federal Outlook document, provide speakers for CASE Conference, collaborate on conferences, etc.). If yes, please describe:

*We are sending Tawra to DC.*

What ideas does your unit have for additional professional development activities/opportunities?

*?*

What can CASE do to better support your Unit?

? draft

Describe anything else your Unit would like CASE to know;

?

Please add regional activities  
& your insights, I will  
finalize following our June Bd. Mtg.  
& Delegate Assembly.

Thank you

— Karen