

Wyoming Department of Education  
At Risk Study Commission  
Update to the Joint Education Committee  
October 29, 2008-Casper, Wyoming

Presented by Susan Kinneman and Christine Revere

Authority: Legislation/Statutes

Hello, my name is Susan Kinneman and I am proud to serve you as the at-risk project coordinator. Our work has resulted in a lot of interest around the state as something that is of special interest and which has needed to be addressed for some time. You have in front of you copies of both the charter of the oversight team as well as the charter of the task force. Those documents explain the membership, timeline, and purpose of each group.

Senate File 70 ORIGINAL SENATE FILE NO. 0070 ENROLLED ACT NO. 45, SENATE FIFTY-NINTH LEGISLATURE OF THE STATE OF WYOMING 2008 BUDGET SESSION 18

Duties of the state superintendent's study commission shall at minimum include the evaluation of at risk prevention and intervention programs and providing guidance to the state superintendent on necessary program and policy changes for effective and equitable at-risk program delivery.

In undertaking these assigned duties, the study committee shall:

- Develop an operational definition of at risk, using definitions at local, state and federal program levels as guidance in establishing definitional components;
- Following the evaluation of at-risk programs including the identification of consistent and reliable measures of program effectiveness and the implementation of research-based strategy models, determine an equitable and effective standard for a continuum of learning support services for school districts in addressing at-risk student needs;
- Evaluate the role of alternative schools and programs and the expected student outcomes from this at-risk strategy, including the identification of entry and exit criteria and program effectiveness indicators;
- Identify different programs appropriately provided through court ordered and institutionalized placements and develop standardized individual learning plans for each identified program as appropriate. Within the court ordered and institutionalized placement policy, establish school district and institutional responsibilities tied to each placement as well as the responsibilities for the effective transition of each placement.

History: Perspective/Process

Prior work was completed by the WDE 2007 and reported to the JEC in January 2008.

## Actions Data/Participation/Trainings

The task force membership was submitted to Jim McBride and Mary Kay Hill in July.

Task force members responded with an enthusiastic affirmative when they were invited to be part of this work

The first task force meeting took place in Casper on October 19-20.

WDE members of the At Risk Project Legislative Oversight Team who were present for support and to answer questions were Jo Ann Numoto, Gerry Maas, Joe Simpson, Joy Mockelman, Christine Revere, and myself. Twenty-two members of the twenty-three were in attendance.

Task force meeting agenda:

Sunday Evening, 4:00 p.m. to 8:00 p.m.

- Review the history of WDE work in the area of At-Risk prior to January 2008
- Overview of Senate File 70
- Overview of the charter of the task force
- Introductions of the membership and their backgrounds/interest areas/expertise. It was a positive experience to see people from all areas: Department of Health, Department of Family Services, school superintendents, guidance counselors, UW professors, and others all collaborating for the sake of these students.
- Discussion topics in small groups

Monday, 8:30 a.m. to 4:00 p.m.

- Explanation/overview of each of the four focus areas of this legislation:
  - Establishment of a continuum of support services available to all children-Gerry Maas and Christine Revere
  - Development of support for students who are in court ordered placements-Jo Ann Numoto
  - Definition of at risk-Susan Kinneman and Christine Revere
  - Criteria established/standards for "alternative schools or programs"-Susan Kinneman
- At Risk task force members were divided into four sub groups (based on areas of expertise and interest). The sub groups met at the end of the meeting for one to two hours to accomplish the following tasks:
  - Assign a sub-committee lead/facilitator
  - Determine a method of communication for interim meetings prior to the next general Task Force meeting

- Determine action items to be completed for report to WDE consultants overseeing that subcommittee.
- During the January meeting, some preliminary suggestions for the legislature will be discussed.
  - Their responsibility is to read and respond to studies describing at risk efforts already in place in the State of Wyoming. They will also study research regarding best practices in other states in the area of their subgroup topic.
- Susan Kinneman and Christine Revere have gathered this information and will provide it to the task force members.
  - Evaluation of the task force meeting yielded the following information:
    - An understanding that the task force is working in an advisory capacity.
    - A sense of strong commitment and responsibility is evident.
    - A strong understanding that they understood the goals of the meeting which were:
      - The mandate of the legislature and their role in the work
      - Gained an understanding of the other members of the task force and how we can work together
      - They have some idea of how they can contribute to the work

Results: Outcomes/Feedback

We will again refer to the charter.

Next Steps: Ultimate goal is to be completely finished with the task force work by August, 2009.

Sub groups will continue to meet prior to January, either in person, over the WEN, via conference call, or on the internet. When the whole group meets again, in late January, the members of the subgroups will present to the entire group. They will have had an opportunity to read the research, what is being done in other states, and will have the tools to move forward. We expect that two sub-groups, definition, and court ordered placed students, will complete their work earlier than the other two groups. Members of those two groups then have the option to be finished or volunteer to continue working with the alternative school group or the continuum of services group.

## Team Charter

Name of Team: At Risk Project Legislative Oversight Team ARPLOT

Date: July 14, 2008

Team Members: Joe Simpson, Mary Kay Hill, Gerry Maas (Administrator), Peg Brown-Clark, Christine Steele, Joy Mockelman, Jo Ann Numoto, Kay Post, Susan Kinneman (Lead) and Christine Revere (Co-Lead)

### 1. Team Goal/Purpose:

The purpose of the At Risk Project Oversight Team is to set specific goals, problem-solve, bring in resources, and assist in the coordination of activities that will advance the following legislative mandate:

(a) To continue study efforts assigned to the state superintendent of public instruction by 2006 Wyoming Session Laws, Chapter 37, Section 7(c), and further directed under 2007 Wyoming Session Laws, Chapter 147, Section 103, the state superintendent shall through the department of education establish a study committee to continue the review, analysis and evaluation of at-risk resources and strategies for refinement of block grant model components supporting at-risk students.

This effort shall be in coordination and consultation with the allocation and use study effort initiated under 2006 Wyoming Session Laws, Chapter 37, Section 8, and continued under Section 7 of this act.

(b) The state superintendent's study committee shall be appointed by the state superintendent from among representatives of school districts, community programs and state governmental agencies which are engaged in and have a designated responsibility for developing, implementing and administering programs and services addressing the needs of at-risk student populations.

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Duties of the state superintendent's study commission shall at minimum include the *evaluation of at risk prevention and intervention programs and providing guidance to the state superintendent on necessary program and policy changes for effective and equitable at-risk program delivery.*

In undertaking these assigned duties, the study committee shall:

- Develop an operational *definition of at risk*, using definitions at local, state and federal program-levels as guidance in establishing definitional components;
- Following the evaluation of at-risk programs including the identification of consistent and reliable measures of program effectiveness and the implementation of research-based strategy models, *determine an equitable and effective standard for a continuum of learning support services for school districts in addressing at-risk student needs;*
- *Evaluate the role of alternative schools and programs* and the expected student outcomes from this at-risk strategy, including the identification of entry and exit criteria and program effectiveness indicators;
- *Identify different programs appropriately provided through court ordered and institutionalized placements* and develop standardized individual learning plans for each identified program as appropriate;

- Within the court ordered and institutionalized placement policy, establish school district and institutional responsibilities tied to each placement as well as the responsibilities for *the effective transition of each placement*.

The At Risk Project Legislative Oversight Committee mission statement:

“We will provide support and direction for the At Risk Project Coordinators and At-Risk Task Force to complete the work mandated by SF 70 to decrease drop-out rate and ensure all students succeed in school.”

2. Expected Results

- WDE will have a working definition of “at risk”
- Task force will have completed their work
- Reports will be given to the JEC in timely manner
- State legislation will be in place to ensure success of at-risk students

3. Expected Activities:

- ARPLOC meetings will take place monthly face-to-face, using the WEN, and telephone
- Gerry Maas will meet with Christine and Susan once a month
- Team charters will be written and adhered to
- Project action plans and budgets will be created and followed

4. Decision Making:

ARPLLOT has agreed to use the “fist to five” method of reaching consensus, understanding that a “fist” or a “one” will need to be explained.

5. Resources Available:

Our own time and effort. Legislature has funded this project to pay Susan Kinneman’s salary. Health and Safety Unit is providing the funds for Christine’s salary. Various WDE departments have expertise working with at-risk students: special programs, federal programs, health and safety, COPS, and will be tapped.

6. Communication:

ARPLLOT will communicate via e-mail, monthly meetings, WEN, FUSION, W Drive.

7. Nonnegotiables:

Members of ARPLLOT are expected to attend meetings regularly, keep up-to-date by reading and responding to e-mails and materials sent to them, participate actively to provide needed technical assistance and/or resources in their areas of expertise to Susan and Christine.

8. Team Membership:

Joe Simpson, WDE, Deputy Superintendent  
 Mary Kay Hill, WDE, Administrative Unit Director  
 Gerry Maas, WDE, former Health and Safety Unit Director  
 Christine Steele, WDE, Federal Programs Unit Director  
 Kay Post, Director, Standards, Assessment, and Accountability Unit Director  
 Peg Brown-Clark, WDE, Special Programs Unit Director  
 Joy Mockelman, WDE, Educational Quality and Accountability  
 Jo Ann Numoto, WDE, Federal Programs Unit, Court Ordered Placed Students  
 Susan Kinneman, WDE AWEC, At Risk Project Coordinator, Health & Safety Unit  
 Christine Revere, WDE AWEC, At Risk Project Coordinator, Health & Safety Unit

## Team Charter

Name of Team: At Risk Project Task Force

Date: September 9, 2008

Team Leaders: Susan Kinneman, Christine Revere

### 1. Team Goal/Purpose:

The purpose of the At-Risk Project Task Force is to provide technical expertise and assistance to the At-Risk Project Legislative Oversight Team in the execution of its duties delineated by the following legislation:

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These duties include the following:

- Develop an operational *definition of at risk*, using definitions at local, state and federal program-levels as guidance in establishing definitional components
- Following the evaluation of at-risk programs including the identification of consistent and reliable measures of program effectiveness and the implementation of research-based strategy models, *determine an equitable and effective standard for a continuum of learning support services for school districts in addressing at-risk student needs*
- *Evaluate the role of alternative schools and programs* and the expected student outcomes from this at-risk strategy, including the identification of entry and exit criteria and program effectiveness indicators
- *Identify different programs appropriately provided through court ordered and institutionalized placements* and develop standardized individual learning plans for each identified program as appropriate

### 2. Expected Results:

The task force will assist the At-Risk Legislative Oversight Committee in the accomplishing the following outcomes:

- Development of an operational definition of “at-risk”
- Documentation and identification of appropriate court-ordered and institutionalized placement programs
- Identification of entry/exit criteria and program effectiveness for alternative schools
- Identification of gaps in the continuum of learning supports currently existing in Wyoming schools
- Recommendations for state legislation

3. Expected Activities:

The following activities will help achieve the above results:

Quarterly meetings of the task force will occur to address the above outcomes. The task force will be divided into sub-committees to address the following issues: 1) alternative schools, 2) existing continuum of services, 3) an operational definition of at-risk and 4) evidence-based strategies for court-ordered/institutional placement programs.

4. Decision Making:

The role of the task force is to act in an advisory capacity to the At-Risk Project Oversight Team. Decision making is rendered by the leadership of that team (See ARPLOT Charter).

5. Resources Available:

At-Risk Task Force membership brings a wealth of knowledge and experience to bear upon the project and will provide content area knowledge and recommendations.

6. Communication:

The At-Risk Project Legislative Oversight Team lead will communicate with task force members on a regular basis. Sub-committee recommendations will be communicated to the ARPLOT lead.

7. Nonnegotiables:

Task Force members are expected to attend quarterly meetings either in-person, via conference call or WEN video. Task Force subcommittees are expected to communicate findings to the project lead as requested.

8. Task Force Membership:

- Nikki Anderson, Wyoming Department of Family Services
- Linda Barton, Wyoming Afterschool Alliance
- Boyd Brown, Assistant Superintendent, Campbell County SD # 1
- Gregory Cox, Superintendent, Fort Washakie School Fremont SD # 21
- Linda Heron, Counselor, Arapahoe School, Fremont County SD #38
- Roger Humphrey, Assistant Superintendent, Goshen SD #1
- Lori Hutchinson, Wyoming Citizen Review
- Suzanne Martin, Title 1 Director, Sweetwater County SD#1
- Tom Martin, Wyoming Department of Education
- Janet Materi, Principal, Arp Elementary, (Title 1 School), Laramie County # 1
- Tom McIntosh, Guidance Counselor, Expedition Academy, Sweetwater SD #2
- Liz Mikesell, Wyoming Dept. of Health

- Kevin Mitchell, Superintendent, Park County SD # 1
- Tracy Ragland, Principal, Newcastle High School, Weston County SD # 1
- Glen Revere, Indian Health Service, Fort Washakie/Arapahoe, Wyoming
- Doug Rigby, Horizon Alternative School, Uinta SD # 1
- Liz Simpson, Professor of Special Education, University of Wyoming
- Jan Torres, Wyoming State Board
- Shawna Trujillo, Assistant Superintendent, Natrona County SD # 1
- Dave Treick, Principal, Cody High School, Park County SD #6

9. Ground rules:

- Discussion protocol-Use tents to indicate need to add to discussion
- Thumb up, thumb even, thumb down to make a selection.