



State Executive Leadership Team (SELT) meeting
June 24, 2013
School Administrators of Montana Board Room, 900 N. Montana Ave., Helena

Attendees: John Cech , TJ Eyer, Kelly Hert, Mary Kulawik, Kali Wicks, and Steve York

Call to Order

The minutes of May 29, 2013 were approved.

Old Business

- *Gracious Space*-TJ ordered copies, which he distributed at this meeting.
- In response to sending back 2009-2010 Perkins funds, Kelly suggested that OPI might need to provide fiscal procedures on how Perkins funds are monitored. It was decided that OPI would supply the required documentation if requested by auditors or federal officials.
- Schedule follow-up meeting with the joint OPI/OCHE group and set one-year work plan - July 11th.

Action Steps left to do:

- Joint thank-you note for Bruce Whittenberg-in process.
- Update on Lodge Grass; Julia Dilly is sending this to Andrew Johnson, who is forwarding it to Kelly and TJ.
 - Additional clarification from Julia is needed. Kelly will contact Julia to verify this information.
- Pathway process/Finishing up by Kali and TJ-in process.

State Leadership-Institutional Funding

Action Steps:

- Kali is putting together the RFP.
 - By the end of July, the RFP draft will be ready for review.
- Kali is creating a summary to post on the website and blogs.
- TJ will also share the RFP with specialists.

CTE Advisory Board

- The Advisory Board meeting is scheduled for early to mid-September.
- John suggested including secondary and postsecondary members; this group will have a great deal of ability to shine the spotlight on our work.
- TJ added it would be good to have business and industry representation for each cluster.

Action Step: TJ and Kali will work on refining the membership.

Big Sky Pathways

- Kali spoke with Ann Westrich: Megan will pilot with Best Practices document; a folder for each content area with existing Pathways to be uploaded; SharePoint.

Action Step: Kali can get that document in Word to build it for Montana.

New Business

- **Reserve: Special Populations Grant Review Update**

- Kali reported that none of the special populations grant applications had been successful, although the group was going to take a closer look at the BCC application to determine if it was complete. The group determined that the funding would instead be used for a non-traditional RFP, and to increase the funding amount of the institutional RFP.

Action Step: Kali will draft the non-trad RFP and send to SELT for review.

- **HB 86**

- TJ said the application is out, no RFP is needed;
- The top priorities will be membership expansion, professional development for advisors, workforce development.
- Steve would like to see these groups making inroads into schools.

- **Career Cluster Reorganization and Websites**

- Kali attended the Missoula Pathways Event.
- The MUS/OPI website is not up-to-date.
- John asked whether we can have a single site.

Action Steps:

- Mary does searches to see who is linking to our site.
- Kali will clean up the OCHE Site
- Diana and TJ will clean up the OPI website.

- **July 11th Joint OPI/OCHE Meeting**

- The meeting will be held in the School Administrators of Montana (SAM) board room on North Montana Avenue, 8:00-11:30 a.m.
- The purpose of the meeting will be to establish short and long-term Big Sky Pathway Goals and respective roles.
- John asked how close we are to having all Pathways in play; Kali-we are close to finishing work on the spreadsheet Renee Harris is compiling.
- We will lose 12 Pathways at MSU Northern.

Action Steps:

- Kali will forward the slides that she presented in Missoula as a start.
- John and Steve will work on scheduling a joint meeting with OPI Superintendent Juneau and Commissioner of Higher Education Christian after Labor Day in September.
 - That will be followed by including results of that joint discussion in the following Two-Year BOR Committee agenda. (BOR meets in September, November, March and May.)

Next Steps

- The next SELT meeting will occur on July 22nd in the SAM board room.
- The SELT members' reading assignment of the book, *Gracious Space*.
 - Steve will take the lead on Part 1, John will lead on Part 2, and Kali will lead Part 3 of the book.
- Steve-We should also follow the work of the VISTA who is housed in TJ's area of OPI; her primary job will be to develop interactions between secondary and postsecondary institutions and businesses, and to work on STEM initiatives.