

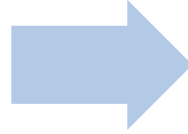
EL Advisory AGENDA 6/24/19

- | | | |
|--------------|---|---------------------------------------|
| 9:00 | Introductions/Check-in | Sara |
| 9:15 | Update on closure of HB3499 1.0 | Sara and Grant Management Team |
| 9:30 | Next steps for Opening of HB3499 1.5 | Sara and Grant Management Team |
| 10:00 | Essential Skills outcome | Sara and Carla |
| 10:10 | ESD Funding Update | Sara and Carmen |
| 10:50 | Potential meeting dates for 2019-20 & Include agenda items for Sept. meeting (9/20, 11/15, 1/17, 3/12, 5/15) | |
| 11:00 | Adjourn | |

Wrapping Up HB3499 1.0

To complete By June 14,
2019

- Communication sent to districts notifying of intent to amend all grant agreements to end on 9/30/19- all carryover must be spent by this date.
- ESDs grant agreements revised to meet 9/30/19 deadline
- Communication needs to include-
 - 9/30/19 date change
 - Claims due 45 days after 9/30/19
- Communication sent to districts notifying they will receive 4th year of funding at 9/30/19 beginning 10/1/19
- Communication sent to districts notifying 5th year of funding, upon legislative approval
- Communication must be sent to district notifying them that action plan and budget are due to GMs no later than September 1st so that grant managers have opportunity to provide TA and revision cycles



To complete By June 30,
2019

- Once districts have received communication, GMs and Procurement reach out to transformation districts to follow up about change in ending date. (from 6/30/19 to 9/30/19) amendment will be coming for signature
- GMs contact 11 target districts with already executed amendments
- Each target district has a unique situation and needs to be addressed individually and collectively
- Ensure districts have effectively amended grant agreements and have prepared plans for spending down 18-19 and any carryover
- Communication regarding webinar and other training for HB3499 1.5 reset are prepared and ready to send

Launching HB3499 1.5

To complete by June 30th

- Finalize the 2019-2020 Action Plan and Budget Template
- Align the expenditure report template to the action plan and template
- Finalize the deliverable table and align to claim windows
- Finalize an excel spreadsheet to track all expenses
- Finalize Exit Criteria language to include in 10/1/19 grant agreements
- Set up a meeting with DOJ to review how agreements can be drafted to allow budget flexibility
- GMs to receive training on indirect rate with Julie Hansen from accounting

To complete by August 1st

- Plan and execute webinars:
 - action plan and budget
 - claims process (expenditure reports)
 - HB3499 Year at a glance.
- Mandee to work with EGMS on SAN (craft language in grant agreement specific to disbursement instructions for clarity, including indirect % rates)

Action Plan and Budget Development & Submission



Ideas to add:

- EL Strategic Plan- how is this incorporated?
- Title III/HB3499 supports- how to combine individual strengths
- Communication plan
- Develop an FAQ related to all things HB3499 1.5
- Who should be at team meetings? .
- Goals vs. Indicators-Clarify for all
- Develop plan for online resources

Spring

- January Expenditure Report dues (for October –January)
- January-Share new funding formula for HB3499 1.5
- Spring Check-In on Action Plan and Budget
- Community of Practice Event (ACM/PLI) @ COSA maybe or other locale
- April Expenditure Reports due (for January –April)
- Spring Newsletter

Fall

- Action Plan & Budget on ODE Template based on previous June Outcome Report
- Schedule District visits
- October Expenditure Report due for July –October
- Fall Newsletter

Summer

- Provide districts with 2020-21 Action Plan & Budget Template
- June Outcome Report due on ODE template
- District visits?
- July Expenditure Report dues (for April–July)
- End-of-Year Newsletter

September 1st

- New Year Introductions
- Do we have correct point of contact for district and contact information
- Schedule Fall meeting & walkthroughs before November 30th
- Notify districts that plans and budgets are due **NO LATER THAN 9/30/19**
- Plan, develop, and execute webinars for:
 - ODE action plan and budget template
 - HB3499 year at a glance

September 30th

- Action Plan & Budget submission **window closes- we must submit to procurement 10/1/19**
- Conducting Fall TA and walkthroughs
- Last day of grant agreement for 1.0-activities must be completed today and claims due 45 days later.
- Execute webinar for: expenditure report & claim submission

October 30th

- Conducting Fall TA and walkthroughs
- Prepare Fall Newsletter

November 30th

- Fall walk through window closes
- Plan develop and execute Community of Practice Event (ACM/PLI) in the Spring
- Send Fall Newsletter

January 31st

- January Expenditure Report dues (for October – January)
- Schedule Spring Check-Ins
- Planning and development for Community of Practice Event
- January Expenditure Report dues (for October – January)

February 28th

- Planning and development for Community of Practice Event

March 30th

- Planning and development for Community of Practice Event
- Provide webinar for:
 - expenditure report & claim submission
 - June Outcome reporting requirements
- Schedule June Outcome Supports and walkthroughs

April 30th

- Execute Community of Practice Event
- Spring Check-In on Action Plan and Budget **window closes**
- Schedule June Outcome walkthroughs & TA
- Send Spring Newsletter
- April Expenditure Report dues (for January – April)

May 31st

- Conduct June Outcome Walkthroughs & TA

June 30th

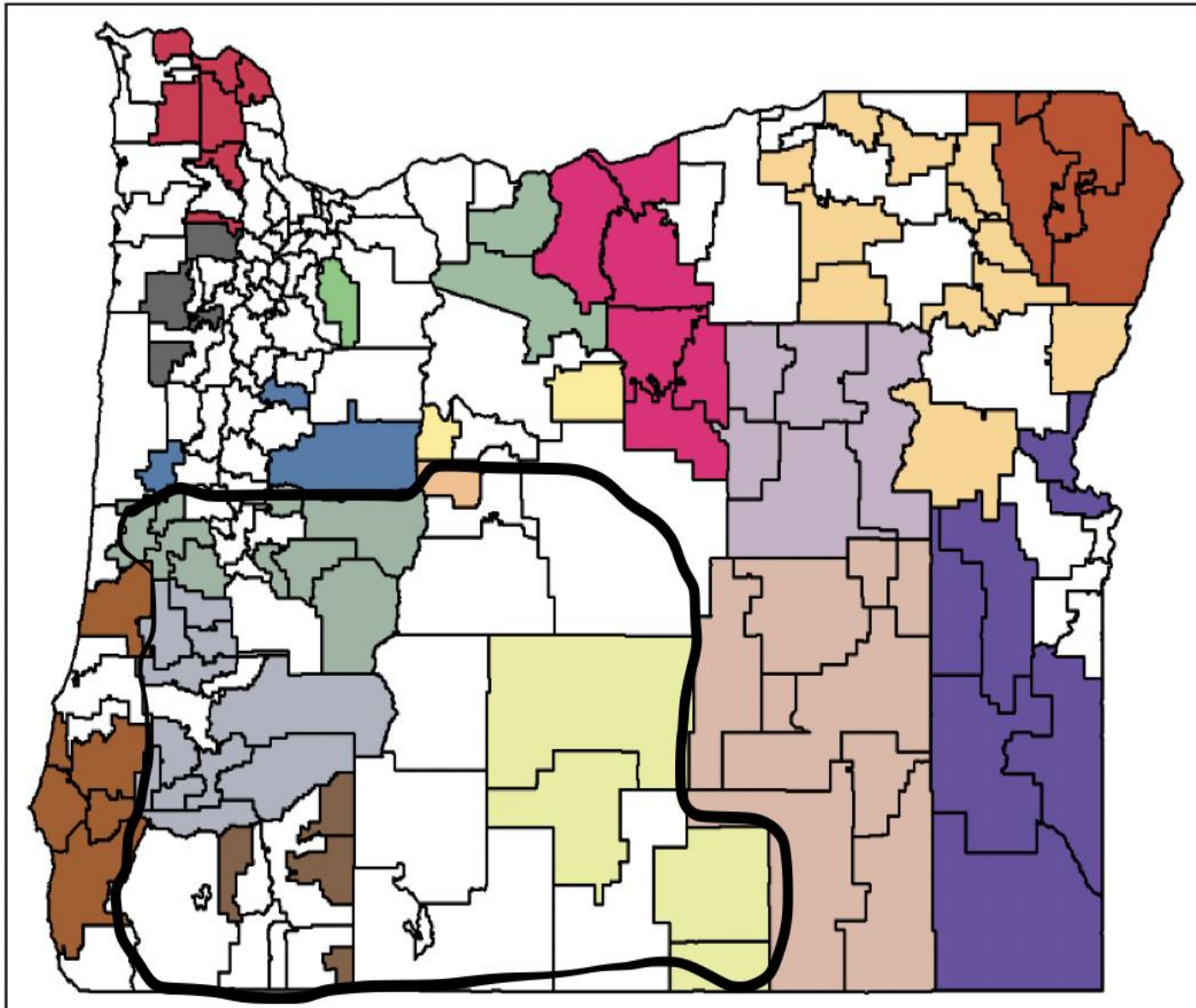
- June Outcome Support and District Walk Through **window closes**
- Plan, develop, and execute webinar for:
 - expenditure report & claim submission
 - ODE action plan and budget template revision based on June Outcome Report

July 30th

- July Expenditure Reports due (for April–July)

August 30th

- Begin scheduling Fall TA & check-ins
- Begin revision of previous webinars for:
 - ODE action plan and budget template
 - HB3499 year at a glance



Education Service District

- Clackamas ESD
- Columbia Gorge ESD
- Douglas ESD
- Grant ESD
- Harney ESD Region XVII
- High Desert ESD
- InterMountain ESD
- Jefferson ESD
- Lake ESD
- Lane ESD
- Linn Benton Lincoln ESD
- Malheur ESD Region 14
- Multnomah ESD
- North Central ESD
- Northwest Regional ESD
- Region 18 ESD
- South Coast ESD
- Southern Oregon ESD
- Willamette ESD

What Big Questions Do You Have?