

TEACHING AND SCHOOL ADMINISTRATION
PROFESSIONAL STANDARDS ADVISORY BOARD
POLICIES AND PROCEDURES COMMITTEE
February 5, 2010 9:00 a.m., Conference Call
Official Minutes

I. Call meeting to order

The meeting was called to order at 9:04 a.m. by Warren White, Chair.

II. Roll Call

Present: Cindi Barta, Carolyn Good, Brad King, Linda Stecher, Tony Frieze, Warren White

Absent: Lori Martin

KSDE: Jeanne Duncan, TJ Boeckman

III. Approval of agenda

Motion: It was M/S (Barta/Frieze) to approve the agenda. Motion carried.

IV. Approval of minutes of November 12, 2009

Motion: It was M/S (Barta/White) to approve the minutes from the November 12, 2009 meeting with the correction of changing p.m. to a.m. Motion carried.

V. Revision of *Institutional Handbook for Program Approval*

Jeanne reviewed pages 3-23 with the committee. The committee discussed edits as well as submitted feedback. Jeanne will make the suggested edits from the committee and incorporate regulation changes where appropriate.

VI. Next meeting date

The next meeting will be September 20, 2010 from 9:30-noon.

VII. Adjournment

The meeting was adjourned at 10.07 a.m. by consensus.