

Teaching and School Administration Professional Standards Advisory Board

It is the mission of the Teaching and School Administration Professional Standards Advisory Board to promote excellence in the education profession and develop and review professional standards to ensure quality preparation and continued professional growth experiences.

Kansas State Department of Education

Board Room

OFFICIAL MINUTES

September 17, 2012, 10:00 a.m., KSDE Board Room

1. Call meeting to order

The meeting was called to order at 10:00 a.m. by Rick Ginsberg, Chair.

2. Roll call

Attending: Adam Bancroft, Ralph Beacham, Rick Ginsberg, Laura Kaiser, Tim Knoles, Lori Martin, Deborah Mohler, David Myers, Denise O'Dea, David Patterson, Michele Perez, Rudy Perez, Linda Stecher, Kate Thompson, Kathy Wagoner, Mike Wilson

Absent: Shelley Addis, Nick Compagnone, Gwen Landever, Bill Meek, Alice Morris

KSDE: Scott Myers, Brad Neuenswander, Susan Helbert, Diana Stephan, TJ Boeckman

KNEA: Peg Dunlap

KSBE: Jana Shaver

3. Introductions

Members introduced themselves and stated their representation.

4. Approval of Agenda

Motion: It was M/S (R. Perez/Knoles) to approve the agenda. Motion carried.

5. Approval of minutes from the June 11, 2012 meeting

Motion: It was M/S (Wagoner/Stecher) to approve the minutes of June 11, 2012. Motion carried.

6. Citizens Open Forum

No one was available to speak at the open forum.

7. New Business

A. ESEA Waiver – Scott Myers shared a copy of the new licensure team flowchart. The Teacher Education and Licensure Team will now be called the Teacher Licensure and Accreditation Team. Licensure has been combined with Accreditation and the KS Volunteer Commission to form the new team. Staffing is complete for the team, which now consists of 24 staff members. The Professional Standards Board (PSB) membership listing was disseminated. Members were asked to update any changes to addresses or state board districts and give that information to TJ.

Scott reviewed the Teacher Licensure and Accreditation team major initiatives timeline. He talked about where we are currently and the future direction of the team. A handout entitled *Major Initiatives Timeline* that includes years 2012-2013, 2013-2014, 2014-2015 was shared. Scott reported there are 23 districts in the KEEP pilot this year. Susan Helbert can provide a list of those pilot districts. The KEEP

Guidelines are available on the KSDE website with more detailed information forthcoming on the KSDE website.

Scott provided a power point handout and presentation on the three Principles of the waiver. He stated that a network of group collaboration, i.e. TAESE, KLN, Service Centers, etc. has been organized to assist districts with specific initiatives. Each district needs to select which evaluation process to use, either KEEP or another process.

Some concerns expressed included:

- What happens if reauthorization does or does not occur?
- There are quite a number of steps involved with the KEEP project, especially for a smaller district with new teachers.
- A district only has to meet one of the AMOs for math and for reading.
- The discussion took place regarding the four AMOs and it was mentioned with the growth AMO that half the schools would fail to meet it.
- How many correlates looking for, how does that affect the AMO?

Scott provided his e-mail address smyers@ksde.org if PSB members have any further questions.

B. KEEP – Susan Helbert provided a power point outlining the KEEP process. Educational Testing Service (ETS) guided the process. The research, guidelines, power point, and meeting agendas and notes are available on the KSDE website at <http://www.ksde.org/Default.aspx?tabid=4400>. Susan reviewed the 2010-11 development year through 2011-12 pilot year one, 2012-13 pilot year two, 2013-14 final pilot and 2014-15 full implementation. The repository was developed during the pilot one to pilot two year. There were 17 districts last year. This year we have 23 districts that include the largest districts and small rural districts. Fall training for this pilot year is almost completed and a debriefing with district representatives will take place mid-year and at the end of the year.

A handout listing the four constructs of the teacher, building leader and district leaders process was shared with PSB members. The components were developed using research based practices. The INTASC standards were used in developing the teacher constructs and the revised ISLLC standards were used in developing the building and district constructs. It's a reflection of a professional development system for an individual. All licensed personnel could be included. The student learning piece still needs to be determined through the work of the Teaching in Kansas II (TKCII) during the 2012-13 school year. An introduction to the KEEP repository was shared. Susan demonstrated how to log in as a teacher that was being evaluated. The menus were reviewed. The rubric is located on the KSDE website and is accessed through the authenticated web applications site which requires a log in. A test version for field staff is not available at this time.

Several questions/concerns were expressed regarding the teacher evaluation.

- 1) Should the evaluator's name be listed each year?
- 2) If the evaluator changes, does the information remain?
- 3) Can another district see the current district's evaluation?
- 4) Can a Master's degree be added?
- 5) Is there an approximate timeframe of how long it takes for the teacher and the administrator to complete the evaluation process?
- 6) Will KSDE maintain a website for the districts who opt out?
- 7) Are there options for the individual who feels unfairly evaluated?
- 8) Is there a space for rebuttals?

Lunch – 12:20pm – 12:45pm.

The meeting reconvened at 12:45pm.

The KEEP discussion resumed with Laura Kaiser stating that she and Jane Groff, Director of Kansas Parent Information Resource Center, reviewed the KEEP document and will be meeting with the Director of Teacher Licensure and Accreditation, Scott Myers, to discuss adding more strength to the family engagement portions of the KEEP document.

Motion: It was M/S (R. Perez/Martin) to support the recommendations that Laura Kaiser and Jan Groff will be proposing to Scott Myers later this week. There was discussion regarding the proposed changes and being asked to vote on recommendations without seeing the actual recommendations. Laura clarified that the changes are inserting the word “family” before the word “stakeholders”. Another concern was expressed about changing the document again. Mr. Perez withdrew his motion. The document with the recommended changes will be an agenda item for the November PSB meeting.

More discussion centered around the self-assessment rubric and evaluation process. The language could change from third person to first person, i.e., the evidence indicates that I do this.... Are we evaluating the performance or the evidence? Peg stated it could be two different elements; planning and providing evidence. Peg Dunlap indicated that she had not heard any concerns expressed about this throughout all of the trainings. This year would be too late to incorporate. Susan stated that she will add this item to the list of items to be reviewed and discussed at the end of the year meeting with KEEP districts.

Comments regarding KEEP:

- Include the evaluator name on the teacher page that would be visible to the superintendent so that he/she could talk with the evaluator, as needed. Response: This recommendation will be considered.
- Allow a new district to see previous evaluation with all having some type of inter rater reliability trained in same system and proven they are both quality assessors. Response: This might limit a teacher’s abilities, better fit in some instances than others.

For clarification, the statute, KSA 72-9005, was read to the group.

K.S.A. 72-9005. Evaluation documents; presentation to employee; acknowledgment; limited availability. Whenever any evaluation is made of an employee, the written document thereof shall be presented to the employee, and the employee shall acknowledge such presentation by his or her signature thereon. At any time not later than two (2) weeks after such presentation, the employee may respond thereto in writing. Except by order of a court of competent jurisdiction, evaluation documents and responses thereto shall be available only to the evaluated employee, the board, the appropriate administrative staff members designated by the board, the school board attorney upon request of the board, the state board of education as provided in K.S.A. 72-7515, the board and the administrative staff of any school to which such employee applies for employment, and other persons specified by the employee in writing to his or her board. L. 1973, ch. 281, §5; L. 1979, ch. 233, § 3, July 1.

C. Accreditation -Scott shared a power point regarding the accreditation process. He asked members to notify him if a district wishes to participate in the field test. Handouts included the power point slides and the accreditation rubric. A concern was expressed regarding the intended effect. Is there something built in to look at this down the road? Brad responded that if the focus is on the areas of the rubric, then the results will evolve. Brad stated that the rubric addresses the district not the building. The *Weights* category is an option yet to be determined. Scott asked Standards Board members to send him any suggestions regarding the rubric.

8. Standing Committee Reports

A. Executive Committee – Rick Ginsberg reported that the Executive Committee met at 9:30am this morning and reviewed the agenda.

B. State Board of Education Report – Mrs. Shaver reported that the State Board has discussed the visiting scholar regulation and it was decided not to make any changes at this time. She also reported that Kansas is the lead state in developing new science standards. An advisory group regarding the science standards currently has input, but after first of year public comment will be open. The Smarter balance assessment sample items are available online at the KSBE website at this link <http://www.smarterbalanced.org/>.

C. TEAL Leadership Report – Scott Myers reported he is the new director of the Teacher Licensure and Accreditation team. Bill Bagshaw, education program consultant, has been added to the team and will be working with KEEP and accreditation. Scott stated that he will be looking at processes and how to work more efficiently. Other projects that the team is working on are CLASS protocol and the Tripod Observation Survey. We are in the process of contract discussions with CLASS with training expected to take place in August 2013. The Tripod Survey may launch in January 2013.

Susan reported that so far this year 33 national board subsidies have been awarded to initial candidates and 10 subsidies have been awarded to renewal candidates. With the subsidy program no longer at the federal level and no state funds available, this will be the last year for this program.

D. Regulations Committee-Susan Helbert reported that the Regulations Committee has not met.

E. Evaluation Review Committee – Ralph Beacham reported that the committee met and the minutes from previous meetings are available on the website.

F. Licensure Review Committee- Diana Stephan reported that Jenna Cook, education program consultant on the licensure team, will be taking over as the facilitator for the Licensure Review Committee. The committee of seven members has a new higher education representative, Jan Wilson from Friends University. Several members will have completed two full terms on June 30, 2013 and will need to be replaced. The next meeting of this committee is October 1 and 2, 2012. There are quite a number of personal appearances and each one is scheduled for 30 minutes. There are also 17 new appeals to review at the October meeting. Most of the appeals are from alternative out of state applicants. The appeal process is being reviewed and may be updated to include suggestions for applicants that the committee requires substantial documentation and may need to see an applicant in person.

G. Policies and Procedures Committee-Linda Stecher reported that the revisions of the *Institutional Handbook for Program Approval* have been completed. The licensure standards are currently being updated as well as CAEP standards and both will be incorporated into the handbook.

9. Agenda items for next meeting

- Code of Ethics update
- KEEP document with suggested recommended changes from Laura Kaiser, PTA rep on Standards Board and Jane Groff, Director of Kansas Parent Information Resource Center
- Professional Development Audit (carryover from September meeting)
- NCATE and CAEP Transfer Update (carryover from September meeting)
- Program Approval Process (carryover from September meeting)
- PSB teacher appointment to the Evaluation Review Committee (replacing Sharon Klose)

10. Adjournment

Motion: It was M/S (R. Perez/M. Perez) to adjourn. Motion carried. The meeting was adjourned at 2:03 p.m.