

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
OFFICIAL MINUTES
December 5, 2013, 10:00 a.m.
Landon State Office Building, Room 254, KSDE**

1. Call meeting to order

The meeting was called to order at 10:05 a.m. by Ralph Beacham, Chair.

2. Roll call

Attending: Shelley Addis, Adam Bancroft, Ralph Beacham, Amy Compton, Monte Couchman, Paul Erickson, Jonathan Goering, Laura Kaiser, Deb Mohler, Denise O'Dea, Fred Patton, Rudy Perez, Kate Thompson, Mike Wilson

Absent: Nick Compagnone, Gwen Landever, Deb Mercer, David Myers, David Patterson (resigned), Michele Perez, Kathy Wagoner

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

KNEA: Idalia Shuman

KSBE: Steve Roberts

3. Approval of the agenda

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

4. Approval of minutes from September 26, 2013

The minutes were approved with one edit. On page 4, under item 11, New Business, third bullet should read *Share with PTAs/PTOs*.

5. Open forum

No one was available to speak at the open forum.

6. Professional Standards Board Powers and Duties

Scott reviewed the duties and responsibilities of the Professional Standards Board as outlined in Article V. I. a and b.

- a. Recommend the criteria and procedures through which quality and effectiveness of teacher and school administrator education programs within the state shall be evaluated.
- b. Recommend the requirements for the licensure of public school teachers, administrators, and other school personnel.

Susan talked about the impact of the work of the Teacher Education and Licensure (TLA) office and emphasized that licenses are issued per regulations that are adopted by the State Board of Education based on the recommendations of the Professional Standards Board. The TLA licensure consultants review the documentation submitted by the applicant and the Institute of Higher Education (IHE) before issuing the license. The three subcommittees that bring recommendations/drafts to the PSB for approval are the

Evaluation Review Committee (ERC), the Policies and Procedures Committee (P&P), and the Regulations Committee (Regs).

Scott briefly talked about accreditation and the change from National Council for Accreditation of Teacher Education (NCATE) to Council for the Accreditation of Educator Preparation (CAEP).

7. Waiver Update

Scott shared that the ESEA waiver is still conditionally approved. Two extensions will be submitted to the ESEA waiver. One will be in the area of testing and the other will be in the area of student growth measures that will be used in the evaluation process. We are currently working on the multiple measures. Whether a district uses Kansas Educator Evaluation Protocol (KEEP) or some other measure, the guidelines have to be met. All 286 school districts will have to have launched a system by next school year. The student growth measures portion does not have to be submitted until 2016-17. The current waiver is valid until June 30, 2014. A question was asked about how the vocational piece relates to the testing and evaluation. Scott responded that this is a local school district decision.

8. New Business

Regulations work

Susan reviewed the legal process of how regulations are amended and adopted. She reviewed the process from the beginning of writing the regulations with the Regulations Committee, to recommending to the Professional Standards Board, then to the State Board for approval. Following the State Board's approval, the Attorney General reviews and may require edits before publishing. Following the public hearing, the State Board may adopt. The regulations are published for a short period of time before becoming final. The entire process can take from 9 months to a year. Handouts were provided.

The following regulations were reviewed with the Standards Board:

91-1-200, 202,203, 204 as they relate to:

Leadership license

Licensure of out of state and foreign applicants

Teacher Leader (new, does not yet have a reg number assigned)

Special Education (new, does not yet have a reg number assigned)

Career and Technical Education Certificate (new, does not yet have a reg number assigned)

Accreditation and Program Approval

PD Task Force amendments

A question was asked if innovative districts can pick and choose which regulations to follow. Scott responded that licensure is part of accreditation and any changes would come through the Kansas Legislature.

Following discussion, each recommended regulation change was voted on separately.

Motion: It was M/S (Goering/Wilson) to approve the school leadership regulation recommendation. Motion carried.

Motion: It was M/S (Addis/Bancroft) to approve the teacher leader regulation recommendation. Motion carried.

Motion: It was M/S (R Perez/Wilson) to approve the Special Education regulation recommendation. Motion carried.

The committee took a break for lunch at 12:15pm.

The meeting resumed at 12:45pm. The agenda was rearranged. Scott Gordon presented on Fingerprinting following the lunch break. Agenda items 4.B.1.2.3.4 were tabled until next meeting in February 2014.

9. Fingerprinting

Scott Gordon, KSDE staff attorney, presented background information on the Fingerprint process and the RapBack program through the KBI and FBI. Each individual who applies and who has fingerprints on file or is submitting fingerprints is enrolled in the RapBack program. The cost of individual fingerprinting with KBI is \$50 per person. A portion of the licensure fee is utilized for RapBack. The entire \$50 is paid to the KBI for this process.

A question was asked about fingerprinting student teachers and who is responsible for facilitating the process and fee. Scott Myers responded that there is a separate student teacher regulation. He will review the regulation and bring back information on student teaching to the February 2014 meeting.

10. Regulations Work (resumed from earlier presentation)

Motion: It was M/S (O'Dea/R. Perez) to approve the Career and Technical Education regulation recommendation with suggested edits. Motion carried.

Susan will check with KSDE legal counsel whether it is possible to start the approval of the regulations through the process and submit Accreditation and Program Approval regulation changes after the Policies and Procedures Committee meets to align regulations with the CAEP standards and process. Two options were presented before the final motion. The first option is to wait to adjust the regulation that is in place now. The second option is to approve the changes to #1 and #2 and not act on #3.

Motion: It was M/S (Perez/O'Dea) to approve as presented and allow the Policies and Procedures Committee to adjust the definitions under #3, as amended. Motion carried.

The other amendments regarding the Professional Development Taskforce and model mentoring program will be reviewed at the February 2014 meeting.

Motion: It was M/S (Addis/Erickson) to approve the name change on the endorsement from *early childhood through late generalist* to *elementary education*. Motion carried.

11. New Business

Code of Conduct

Diana Stephan updated the Standards Board members on the *Kansas Educator Code of Conduct*. The trifold document is available on the licensure website located at

http://www.ksde.org/Portals/0/Licensure%20Documents/KS_Ed_Code_Conduct_Brochure-071713.pdf

The alignment of the wording regarding ethics and conduct on the brochure has been completed. The committee that is reviewing the current professional education standards is looking at including the Code of Conduct. Preservice teachers will then have access to this information as part of their program. Diana will bring back more information to the February 2014 meeting to address ways of getting the Code of Conduct information to currently practicing teachers.

12. Standing Committee Reports

Executive Committee – Ralph reported that the Executive committee met at 9:30am this morning and reviewed and approved the agenda as written.

State Board of Education Report – Steve Roberts reported that the State Board will meet next week and will be voting on selecting the contractor for standardized testing.

TLA Leadership – Scott reported that the TLA office is working on improving communication with the field and how we can work better. The new KSDE webpage launch is set for December 15. In January we will switch over to a VOI system where conversations can be recorded and monitored for better customer service. A listserv was created for IHEs. A listserv for HR directors will soon be available. Scott also reported that KEEP is now in Pilot 3.

Regulations Committee – Susan indicated that the regulation changes and presentation was covered earlier in today’s meeting.

Evaluation Review Committee – Ralph reported that the next meeting will be conducted via conference call on Friday, December 6.

Licensure Review Committee – Diana reported that the committee met in October with Scott and Susan in attendance to observe ways to improve communication as well as the review process. The committee reviewed 9 personal appearances on the first day and reviewed 18 new appeals the second day. The license review application is being updated. The next meeting will be in February 2014. Scott stated that .006 percent of all licensure applications received go before the Licensure Review Committee.

Policies and Procedures Committee– Scott reported that the committee is looking at accreditation alignment and CAEP.

Next meeting date: February 20, 2014, Landon State Office Building. If you have agenda items, please send to Scott at this address: smyers@ksde.org

Meeting ended at 2:28pm.

Future meeting dates: April 17, 2014, June 19, 2014.

Parking Information close to Landon State Office Building (open 6:00am to 6:00pm):

- City Centre Garage (located across the street north of LSOB) (if this garage is full then proceed to:
- 9th and Quincy St parking garage
- Both garages work with the same validation process. Bring your ticket directly to the meeting you are attending in LSOB. KSDE staff at your meeting will now process your parking validation. Before the meeting begins, you will be asked to sign the parking sheet. Before you leave the meeting room, a blue ticket will be given to you and a number listed on the ticket will be recorded. This could take a bit of extra time with the number of members on Standards Board.