

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

September 18, 2014 10:00 a.m.

Kansas Association of School Boards Office, Topeka, KS

1. Call meeting to order

The meeting was called to order at 10:05 a.m. by Deb Mercer, Chair.
Chair Mercer asked members and KSDE staff to introduce themselves.

2. Roll call

Attending: Shelley Addis, Adam Bancroft, Tammy Bartels, Amy Compton, Monte Couchman, Paul Erickson, Jonathan Goering, Gwen Landever, Deb Mercer, Michele Perez, Mike Wilson

Absent: Nick Compagnone, Denise O’Dea, Fred Patton, Rudy Perez, Kate Thompson, Kathy Wagoner

KSDE: Scott Myers, Susan Helbert, Diana Stephan, TJ Boeckman, Lori Adams, Shane Carter, Catherine Chmidling

KSBE: Steve Roberts

KNEA: Idalia Shuman

3. Approval of Agenda

Motion: It was M/S (Wilson/Addis) to approve the agenda with one addition – Under new business: added Licensed Personnel Report as sub-item C. Moved Future work to sub-item D. Motion carried.

4. Approval of Minutes of June 19, 2014

Motion: It was M/S (Compton/Couchman) to approve the minutes of June 19, 2014. Motion carried.

5. Open Forum

There was no one available to speak at the Open Forum.

6. Old Business

Regulations update

Susan gave a brief update on the regulations that were approved by the State Board at their meeting on September 17, State Board Regulation 91-1-200, 91-1-201, 91-1-202, 91-1-203, 91-1-204, 91-1-220 and 91-1-214. Susan noted that no STEM or Career Technical Education licenses have been issued to date. The licensure office is currently working on publishing information related to these licenses. It was also noted that all educators will have to submit a fingerprint card for clearance in order to be enrolled in the RapBack program. For persons who have never had a clearance with KSDE, one will be required at the time of the next license renewal. When persons are enrolled in the RapBack, all future offenses are identified. Susan stated that there will be a transition period for the regulations. All application forms as well as licensure information on the website will need to be updated. She asked the Standards Board members for input regarding the appropriate time period for the transition that would allow time for KSDE and other

interested organizations to notify staff of the new regulations. Districts have the option of having all of their teachers fingerprinted at the same time and sending in the cards all at one time, rather than individual teachers sending in at different times. Concern was expressed about teachers getting fingerprinted years ahead of schedule instead of at renewal date. There will be no penalty for waiting until the renewal date. It would be a much smoother process to send in groups from districts as there will be thousands of clearances being processed to accommodate the regulations. The licensure office is aware of the 10 year licenses issued to the National Board certified teachers and do expect that many of those may not be received until closer to the renewal date of the individual teacher.

Consensus: Following suggestions and discussion, there was consensus to use the date of January 1, 2015 as the date to complete the transition of the regulations.

7. New Business

Orientation and Goals

Scott and Deb provided a power point regarding the program review and accreditation processes. This information was also shared with the State Board of Education at their September meeting. There are currently 24 Kansas institutions with 433 programs. NCATE is moving to CAEP as the accrediting organization. Institutions will submit their programs to the KSDE data warehouse. Programs need approval by the Kansas State Board of Education before they are accredited by the national organization. Deb explained the process of when programs are submitted for approval as well as the unit accreditation process. This is a continuous improvement cycle. Serving on a program review committee is an opportunity for professional development. Scott told the group that Catherine Chmidling, higher education consultant, will be contacting Standards Board members about serving on a program review committee.

Susan reviewed the standards for higher education institutions (IHEs). The program standards establish program approval requirements and help establish professional learning requirements for licensure renewal. The IHEs utilize the program standards for continuous improvement. The Professional standards are about the core of teacher knowledge and reflect the InTASC standards. The content program standards are about what a teacher needs to know and be able to do. InTASC has 10 model teaching standards. The licensure office is currently updating the Kansas curricular standards and each revision group contains representation from many educator levels. The department provides the background for the group (i.e., national standards such as National Board Teaching Standards, InTASC standards, National Reading Standards, National Math Standards, etc.). A format template is being used for all the standards. It's a bit different from the current standards format. Standards in Phase I of the revisions will go to the State Board for approval this fall (agriculture, professional education, school counselor). Phase II is still in process in the draft phase. Phase III is in the process of soliciting nominations for organization of teams. There is a comment period for the national organizations with their responses telling us how closely we are aligned. The public comment then follows. All the public comments are shared with the review groups. From there the standards are forwarded to the State Board of Education for approval.

A packet of information regarding orientation for Standards Board members was made available. The information included names of PSB members, by-laws, mission statement, meeting dates of several committees, travel reimbursement details, Code of Conduct brochure, current flowcharts of KSDE, KSBE, Professional Standards Board and its subcommittees, as well as other background information.

Bloomboard presentation

A powerpoint presentation was planned through a representative who was speaking from Denver. However, due to technical problems, the presentation was not available. The presentation will be rescheduled for the November meeting. Scott did provide a brief overview of the information from the power point. An observation tool is not prescribed. The rubrics are personalized and can be set around the

InTASC and Professional teaching standards. Following observation, areas of work can be identified and ideas are given to teachers. Professional growth is personalized.

Review/edit by-laws

Chair Mercer read the current operating goals of the PSB from 2011-12. Following discussion, four new goals were approved for 2014-15.

Motion: It was M/S (Addis/Goering) to adopt four new goals for the 2014-15 year. Motion carried.

The four goals approved for the 2014-15 year are:

- 1) Review the current Professional Standards Board by-laws
- 2) Review current tests and monitor cut scores for revised/new tests
- 3) Operationalize (develop framework) for the Code of Conduct
- 4) Explore professional learning options

Volunteers for the subcommittee to work on the by-laws and bring recommendations to the November meeting: Jonathan Goering, Gwen Landever, Susan Helbert.

Ethics

Diana Stephan reported that there is a National movement to develop ethics for educators. The National Association of State Directors of Teacher Education and Certification (NASDTEC) has worked on developing a Model Code of Ethics for Educators (MCEE). NASDTEC has worked with numerous levels of educators including teachers and administrators. The NASDTEC association will meet in June 2015 in Portland, OR and will propose a final product. Funding has come from Educational Testing Service(ETS), University of Phoenix, National Network of Teacher of the Year, among others. ETS is also developing some modules for preservice teachers. Some questions to think about: Where do we fit in if this is a national movement? How does it fit in with the Professional Development Taskforce? Where does it fit in with teacher preparation? Discussion followed. Will there be more tests for teachers? Diana responded that it is training modules. Susan added that it is situational and moving through sequences and making the right decisions. Jonathan stated that KNEA currently provides this type of training. This training could be done for teachers as well as administrators.

More discussion. Where does it fit? Does it fit in preservice, renewal, or when a license lapses? Who incurs the cost? What about the cost to districts for providing training and/or professional development?

Diana responded that these are the types of issues that are being looked at.

A suggestion was made that the conversation should take place early on if being a teacher is a good fit.

Scott responded that it could be written into the student teacher regulation.

Math

Susan provided handouts that included course names/codes and number of secondary teachers that teach those courses. Following discussion of why math teachers do not pursue an added endorsement, Chair Mercer asked members to gather input from the field and bring back to discuss at a future meeting.

Mentoring

Scott reported that the State Board approved the regulation for districts to develop a mentoring program based on guidelines approved by the State Board with a timeline of July 1, 2015.

Lunch

Catered lunch provided by KSDE. The meeting resumed at 12:30p.m.

Licensed Personnel Report (LPR)

Shane Carter and Lori Adams, licensure consultants, presented a power point on the LPR. The Educator Data Collection System (EDCS) and Educator Licensure Collection System (ELCS) were reviewed. Reports can be generated from these systems that include numbers of teachers by gender, entrance code, from another USD, experienced, returning employee, ethnicity, race, age grouping, age grouping by educator type, special education, principals, and superintendents. Additional data reports can be generated to show total years of experience, that can be broken out by educator type in the categories previously listed and by qualifications, i.e., waiver never licensed, licensed unqualified, moved to another Kansas district and retirement. Data is also available on number of highly qualified by elementary and secondary buildings, restricted licensed teachers by recommending institution, waivers issued by subject areas, types/totals of licenses issued annually. These reports will be available soon on the KSDE website under Licensed Personnel

<http://www.ksde.org/Agency/DivisionofLearningServices/TeacherLicensureandAccreditation/Licensure/LicensedPersonnel.aspx>

8. Standing Committee Reports

Executive Committee

Chair Mercer reported that the Executive Committee met at 9:30 this morning and reviewed and established the agenda for today.

TLA Leadership Report

Scott reported that full implementation of the Teacher Leader work is taking place. We are moving forward with more fervor on the new accreditation model 5 R's system approach. An update on the new accreditation model will be presented to the State Board at their October meeting.

Susan reported that licensure fees increased \$15 across the board and are in effect now. A handout outlining the new fee structure was disseminated and is available on the KSDE website

<http://www.ksde.org/Portals/0/TLA/Licensure/Licensure%20Documents/FY%202015%20Fee%20schedule%20for%20notification%20version%202.pdf>

Additional application forms are available online with form 21 (Upgrade to a Professional Teaching, School Specialist or School Leadership license based on Mentoring) in the next group. Discussion about online applications will take place at the November PSB meeting.

State Board of Education Report

Steve Roberts reported that the State Board of Education met earlier this week. Information was received regarding the Emergency Safety Intervention (ESI) regulations. The board is requesting a written procedure from the Special Education Advisory Council (SEAC) to include an appeal process for persons who do not agree with a district. Pedagogy was another topic that was discussed. More information will be presented on this topic at a later meeting of the State Board.

Regulations Committee

Susan reported regulation amendments for program approval/accreditation will need to be finalized, such as the shift from NCATE to CAEP accreditation . Then work will begin on the Professional Development Taskforce and Student Teacher regulations and also the mentoring regulations.

Evaluation Review Committee

Catherine Chmidling, higher education consultant, introduced herself. She reported that the Evaluation Review Committee (ERC) met on September 4, 2014, with 8 members present. The committee's next meeting will be November 14. Program review training is being planned for this fall in November as well as resuming in the spring and fall, once per semester.

Licensure Review Committee

Susan reported that the committee will be revamping their processes and operations and writing of appeals. The current two-step process will become a one-step electronic process. Jenna Cook and Shane Carter, licensure consultants, will facilitate the meetings. Progress updates will be given to the PSB at future meetings.

Scott Myers asked PSB members for feedback on making licensing easier and improving licensure processes. Suggestions will be welcome at our November meeting.

Policies and Procedures Committee

Susan reported that the committee has not met regularly this year. That is soon to change with the committee preparing to look at the program review template.

9. Agenda Items for next meeting

- Bloomboard demo
- Math update
- Mentoring
- 2014-15 draft goals
 - 1) Review the current Professional Standards Board by-laws
 - 2) Review current tests and monitor cut scores for revised/new tests
 - 3) Operationalize (develop framework) for the Code of Conduct
 - 4) Explore professional learning options

10. Adjournment

Motion: It was M/S (Goering/Wilson) to adjourn. Motion carried. The meeting was adjourned at 1:25pm.

11. Next meeting date – Please note change in date/place

November 17, 2014, KASB, 1420 SW Arrowhead Road, Topeka, KS

Agenda items can be sent to Scott Myers smyers@ksde.org