

**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**

**May 30, 2013, 10:00 a.m., KSDE Board Room**

**1. Call meeting to order**

The meeting was called to order at 10:02 a.m. by Rick Ginsberg, Chair.

**2. Opening remarks**

Chair Ginsberg shared that the KU/KSDE free conference on professional learning will be held on June 14 this year. The morning will include speakers Robert Marzano and Commissioner Diane DeBacker. There will be over 50 sessions in the afternoon relating to technology and common core. Breakfast and lunch are free. Visit the KU website to sign up.

It was noted that the National Council for Teacher Quality (NCTQ) report will be coming out on June 18.

**3. Roll call**

Attending: Adam Bancroft, Ralph Beacham, Rick Ginsberg, Laura Kaiser, Lori Martin, David Myers, Tim Knoles, Denise O’Dea, Michelle Perez, Rudy Perez, Kate Thompson, Mike Wilson

Absent: Shelley Addis, Nick Compagnone, Gwen Landever, Bill Meek, Deb Mohler, Alice Morris, David Patterson, Linda Stecher, Kathy Wagoner

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

KNEA: Karen Godfrey

KSBE: Steve Roberts

**4. Open forum**

No one was available to speak at the open forum.

**5. Set 2013-14 meeting dates**

The following dates were set for 2013-14. September 26, 2013, November 21, 2013, February 20, 2014, April 17, 2014 and June 19, 2014.

**6. Election of officers**

The Executive Committee met prior to the full meeting and recommended the following slate of officers for 2013-14.

Chair: Tim Knoles

Vice Chair: Ralph Beacham

Executive Committee: Rudy Perez, Deb Mercer.

**Motion**: It was M/S (O’Dea/Wilson), to approve the slate of officers as recommended by the executive committee. Motion approved.

## 7. Presentation of plaques

Plaques were presented to:

Rick Ginsberg, who served on the Professional Standards Board from July 2006-June 2013.

Lori Martin, who served on the Professional Standards Board from July 2005- June 2013.

Plaques will be mailed to:

Bill Meek, who served on the Professional Standards Board from July 2007-June 2013.

Alice Morris, who served on the Professional Standards Board from December 2005-June 2013.

Linda Stecher, who served on the Professional Standards Board from August 2007-June 2013.

## 8. Reappointments to the Evaluation Review Committee (ERC)

The reappointment of Beverly Furlong to her first full three-year appointment to run from July 1, 2013 through June 30, 2016, and Linda Brungardt to her second full three-year appointment to run from July 1, 2013 through June 30, 2016, were approved by consensus.

**Note:** The Teacher Licensure and Accreditation Office (TLA) was informed after this meeting that Linda Brungardt is retiring at the end of the school year. The TLA office will verify that Ms. Brungardt is retiring. Following verification of her retirement, a new nomination will be sought and will be included on the September agenda.

## 9. New appointments to the Evaluation Review Committee (ERC), Policies and Procedures Committee (P&P) and Regulations Committees (Regs)

New appointments were approved by consensus:

**ERC** – Cheryl Redding, to her first full three-year appointment, July 1, 2013-June 30, 2016, representing IHEs.

**P&P** – Beth Maloun, to her first full three-year appointment, July 1, 2013-June 30 2016, representing teachers.

**Regs** – Royce Powelson, to his first full three-year appointment, July 1, 2013-June 30, 2016, representing school administrators.

**Regs** – Marlyse Holmquist, to her first full three-year appointment, July 1, 2013-June 30, 2016, representing higher education.

## 10. Setting new cut scores

Cory Murphy and Peter Yeager from Educational Testing Service (ETS) presented a power point with information regarding the Praxis content tests. A copy of the power point will be sent to Susan Helbert of TLA who will share with committee members. Cory stated that unofficial score reports for many of the computer delivered tests are available before individuals leave the testing room and official reports are available within 15 business days of testing and are available 365 days per year. Today the Standards Board will review and set cut scores for regenerated Praxis exams Psychology (0391), Journalism (0223), English Language Arts: Content Knowledge (5038), Middle School English Language Arts (5047), Mathematics: Content Knowledge (5161), Middle School Mathematics (5169).

**Motion:** It was M/S (Ginsberg/R Perez) to recommend a score of 154 on the Psychology exam 0391. Motion carried.

**Motion:** It was M/S (Ginsberg/Knoles) to recommend a score of 150 on the Journalism exam 0223. Motion carried.

**Motion:** It was M/S (Martin/Beacham) to recommend a score of 162 on the English Language Arts: Content Knowledge exam 5038. Motion carried.

**Motion:** It was M/S (Wilson/Knoles) to recommend a score of 158 on the Middle School English Language Arts exam 5047. Motion carried.

**Motion:** It was M/S (Martin/Beacham) to recommend a score of 152 on the Math: Content Knowledge exam 5161. Motion carried.

**Motion:** It was M/S (O’Dea/Knowles) to recommend a score of 157 on the Middle School Mathematics exam 5169. Motion carried.

Susan reported on the work of the Regulations Committee and the regulations they are working on. She reviewed with the Standards Board the information and handouts shared with the Committee. Information included how we decide what regulations need to be reviewed and the current licenses we issue. She reviewed the strategic agenda of the state board which identified three areas under the strategic item #2 *Provide an effective educator in every classroom: 2.1: Identify and reduce unnecessary barriers to teacher licensure and renewal, 2.5: Identify and determine flexible licensure requirements for CTE educators, and 2.6: Review special education licensure requirements.* The Regulations subcommittee has met twice this year and will be meeting again in late June. Recommended draft regulations will be brought back to the Standards Board in September. Following approval by the Standards Board, the regulations will be reviewed by the Department of Education's legal counsel, then will be forwarded to the State Board with a request that the State Board send to the Attorney General and Department of Administration for review. Following that review, the State Board will set a public hearing date and publish for 60 days. Finally, the regulations will be adopted by the State Board.

### **11. Standing committee reports**

Executive Committee - Chair Ginsberg reported that the Executive Committee met earlier this morning and put together the slate of new officers for a membership vote.

State Board of Education Report – Steve Roberts reported that he met with Chair Ginsberg yesterday and gave him a report.

TLA Leadership - Scott Myers reported on the TLA mission that includes licensing, accreditation and teacher leader as well as KEEP. Staff working on KEEP have been traveling throughout the state conducting meetings. About 100 of 286 districts are using KEEP. All 286 districts will be vetted through the Kansas Department of Education. The conditional waiver response was submitted yesterday. Scott said that anyone who has questions can contact him or Bill Bagshaw.

Scott also reported that the Professional Learning will be brought back. There is a possibility of having principal academies for all. Regarding accreditation, we are looking at 5 R's with a recommended second field test to run through winter, inviting old and new districts. We may shift the areas under the 5 R's, with the strong connection with P-K -12. At risk may also be included. May pilot in 2014-15, and launch new 21<sup>st</sup> century accreditation system in 2015-16. Efficiencies within licensure include the American Productivity and Quality Center (APQC) group meeting with licensure staff. Beginning today, an individual can print his/her own license. Staff in TLA will be reassigned to other projects as we progress with the new efficiencies. Scott stated that a video has been recorded and will be placed on the TLA website. The video will complement the multiple pages of instructions when applying for a license.

Susan reported that communication regarding the printing of individual licenses will be forthcoming. She clarified that the status of highly qualified is not printed on the license but is available on the License Look-up page on the KSDE website. The TLA office will continue to print licenses through July 1 during the transition.

A new fee structure has been proposed and was presented to the State Board at the May meeting and will be acted on at the June State Board meeting. The State Board is required by statute to set fees each year. A listing of the breakout of the new fee structure was disseminated. The agency budget for licensure operations is based on licensure fees. The licensure fee also provides funds for enrollment of license holders with fingerprints on file into the Rap Back program and funding to investigate professional practices reporting. The fee structure for 2014 streamlines the fees into two main fee groups (\$45.00 and \$54.00) plus a separate fee for the accomplished and the restricted teaching license.

Susan requested permission from the PSB to initiate a review of some of the licensure content tests. Newer test options are available that may be more appropriate for Kansas content testing needs. For example, a new elementary test provides sub scores in the four core content areas. In addition, Latin and gifted tests have now been developed. The PSB granted permission to move forward with the request.

**The board took a 30 minute lunch break. The meeting resumed following lunch.**

## **11. Standing committee reports (cont)**

### Regulations Committee (Regs)

Susan Helbert reiterated that the Regulations Committee met on May 14 and that all the Regulations Committee updates had been provided in the earlier agenda item.

### Evaluation Review Committee (ERC)

The ERC met via conference call in April. Three programs were reviewed and approved. The next meeting in June will review programs from KU.

### Licensure Review Committee (LRC)

The next meeting of the committee is scheduled for June 4 and 5. The application form will be updated this summer to provide clarification. The committee will have a new member in August. There will be six meetings between August 2013 and June 2014. Susan added that we are looking at ways to better communicate and manage LRC meetings as well as more automation of the review process.

## **12. Old Business**

### Code of Ethics subcommittee reports

Diana reported that the first meeting with two of the three subcommittee members Michele Perez and Lori Martin was held at KSDE in April. The second meeting was by conference call with Michele Perez, Lori Martin and Rudy Perez. Two handouts were created from those meetings and were disseminated to the PSB today regarding the Kansas Educator Code of Conduct. One handout sets out the responsibilities of the student, district and profession. The other handout expands those responsibilities and lists specific items identified as ethical conduct or unethical conduct. Lori added that she would like to place this information in a brochure format that would be available for new employees/teachers and would become part of an orientation process. Diana stated that this information may be placed on the KSDE licensure website and could also be attached when a license is printed. She also stated that the information could also be written into the professional education standards for preservice teachers, as well as using for current practicing educators or as a lesson plan for first or second year teachers. The subcommittee report provided today on the Code of Conduct is only the aspirational portion. Scott Gordon, KSDE staff attorney, is working with the other subcommittee on the regulatory portion and has not yet submitted a report.

**Motion:** It was M/S (Martin/Perez) to adopt the recommendations set forth today on the Kansas Educator Code of Conduct aspirational portion. Tim Knoles requested that this information be taken back to constituents before proceeding with the motion. There was no further discussion. Motion carried.

Steve Roberts mentioned that State Board members may want to see this information.

### **13. Professional Learning Audit follow-up**

Lynn Bechtel reported that the Professional Learning Audit Task Force report recommendations as accepted by the State Board of Education in June 2010, was previously given to members who were asked to share with their colleagues and bring back feedback. Feedback gathered included:

- Lori Martin reported her district added 5 more days
- Kate Thompson asked how this will be funded and if there will be a repository
- Ralph asked how a plan will be evaluated for licensed teachers not in a classroom
- Tim Knoles asked if service to the profession might be taken out per recommendation #5 in order to relicense

Lynn responded that there is already a process in place to work through a Professional Development Council and the new process will be similar. Since this is such a huge initiative, the Teacher Licensure and Accreditation office wants to move forward in steps with a phase-in of the regulations and requirements. Licensure and renewal changes will be later. The mentoring piece will be strengthened as well as clean-up of verbiage of the definitions. Scott reiterated his intention to formalize the mentoring experiences. This work begins with an adjustment to current regulations. The timeline for submitting the proposed regulations is September of this year. The new regulations will be specific to defining professional learning.

### **14. Standing Committee Reports (cont)**

#### Policies and Procedures Committee (P&P)

Linda Stecher submitted a written report that was reported by Susan Helbert in Linda's absence. The P&P Committee met on April 29. The next scheduled meeting is June 10. Accomplishments this year included:

- Drafted the revised accreditation regulation and forwarded to the Regulations Committee
- Reviewed restricted licensure policy
- Revised the KSDE/CAEP protocol based on the partnership agreement for the institutions
- Began adding an accreditation section to the *Institutional Handbook for Program Approval* and renamed it as *Institutional Handbook for Accreditation and Program Approval*
- Plan on review procedures, forms and templates for program review

### **15. Agenda items for September 26, 2013 meeting**

Members were asked to send agenda items to Scott or TJ. [smyers@ksde.org](mailto:smyers@ksde.org) or [tboeckman@ksde.org](mailto:tboeckman@ksde.org)

The meeting ended at 1:25pm.