

MINUTES – Board Meeting
Thursday, August 12, 2021
Zoom Meeting

The Education Standards and Practices Board (ESPB) meeting was called to order at 8:01am by Chair Carly Retterath. Board members present by video conference were Andrea Fox, Kathy Lentz, Carly Retterath, Joshua Standing Elk, Patti Stedman, and Brenda Tufte. Ben Johnson joined the meeting at 10am.

Also present were ESPB Executive Director Rebecca Pitkin, Assistant Director Mari Riehl, and Amy Bigelow from ESPB, Erin Wenner as tech support, Allyson Hicks from Attorney General's Office, and additional guests.

Additions/Changes to the Agenda – Items to be added to the agenda include cases for Troy Knudsvig, Andrew Bowman, a disability waiver request for Jeanneville Reign Dayo, moving Leandra Ostrom to administrative cases, and an administrative rules recommendation regarding kindergarten. All voted in favor of accepting the agenda as amended. None opposed. Motion carried.

Motion to Ratify June and July Licensure List – Patti Stedman made motion to ratify the June and July 2021 licensure list. Seconded by Kathy Lentz. All voted in favor, none opposed. Motion carried.

CASES

Hanse, James – Board reviewed Mr. Hanse's case in June 2021 and at that time voted to request additional information from Mr. Hanse. His criminal case was dismissed for lack of cause.

Andrea Fox made a motion, based on multiple ethics violations under administrative rule 67.1-03-01-02, for Mr. Hanse to complete NASDTEC prevention and correction course at his own expense within 30 days. His license expiration date will be extended until September 8, 2021. If Mr. Hanse has failed to complete the terms of his settlement agreement, his license will not be renewed until terms have been met and proof has been provided to the Board. Motion seconded by Patti Stedman. Board members who voted yes were Andrea Fox, Kathy Lentz, Carly Retterath, Joshua Standing Elk, Patti Stedman, and Brenda Tufte. None opposed. Motion carried.

Foss, Mariah – Ms. Foss's file was reviewed by the Board after she self-disclosed background offenses on her application for licensure. She does still owe fines on one of the offenses, but Allyson Hicks noted that regular payments are being made. Kathy Lentz made a motion to issue license. Seconded by Brenda Tufte. Board members who voted yes were Andrea Fox, Kathy Lentz, Carly Retterath, Joshua Standing Elk, Patti Stedman, and Brenda Tufte. None opposed. Motion carried.

Shultis, Jacalyn – Ms. Shultis's file was reviewed due to a Request for Inquiry that was filed by a parent. Andrea Fox made a motion to dismiss the case. Seconded by Kathy Lentz. Board members who voted in favor were Andrea Fox, Kathy Lentz, Carly Retterath, Joshua Standing Elk, Patti Stedman, and Brenda Tufte. None opposed. Motion carried.

Bowman, Andrew – Mr. Bowman has applied for an interim substitute license and

disclosed a background offense. Mr. Bowman was originally charged with corruption of a minor, which falls under NDCC 15.1-13-26 that says the Board shall deny an application for a license. Andrea Fox made a motion to deny Mr. Bowman's application for a license under NDCC 15.1-13-26. Motion seconded by Patti Stedman. Board members who voted yes were Andrea Fox, Kathy Lentz, Carly Retterath, Joshua Standing Elk, Patti Stedman, and Brenda Tufte. None opposed. Motion carried.

Knudsvig, Troy – Mr. Knudsvig's license in California was revoked after an investigation, and this was not disclosed on his renewal application in February 2020. This could result in disciplinary action NDCC 15.1-13-25 that states that a license was obtained by fraud, misrepresentation, or concealment of facts for failure to disclose the information on application for licensure. NDCC 15.1-13-24 states that the applicant has 20 days to respond to a complaint.

Brenda Tufte made a motion to ask Mr. Knudsvig for a response within 20 days. Motion seconded by Andrea Fox. Board members who voted yes were Andrea Fox, Kathy Lentz, Carly Retterath, Joshua Standing Elk, Patti Stedman, and Brenda Tufte. None opposed. Motion carried.

Kindergarten Endorsement/Administrative Rules Recommendation – If individuals come to North Dakota with a license from another state that includes PreK-K, we would also add kindergarten to their North Dakota teaching license. Becky asked for input from early childhood consortium and received support of this, if a person has verification of 2 years of successful teaching of kindergarten students.

Patti Stedman made a motion to make the update in administrative rules to allow for this. Motion seconded by Josh Standing Elk. Board members who voted yes were Andrea Fox, Kathy Lentz, Carly Retterath, Joshua Standing Elk, Patti Stedman, and Brenda Tufte. None opposed. Motion carried.

June and July Minutes, License, and Financial Reports – The June 2021 financial report showed \$153,229.18 in total income received, \$125,026.77 in total expenses, with a net income of \$28,202.41. The June 2021 licensure report documented 831 items issued. This number includes background checks, endorsements, late fees, and application fees.

The July 2021 financial report showed \$92,434.28 in total income received, \$58,021.14 in total expenses, with a net income of \$34,413.14. The July 2021 licensure report documented 1040 items issued. This number includes background checks, endorsements, late fees, and application fees.

Kathy Lentz moved to accept the June and July minutes, license, and financial reports. Seconded by Andrea Fox. Board members who voted yes were Andrea Fox, Kathy Lentz, Carly Retterath, Joshua Standing Elk, Patti Stedman, and Brenda Tufte. None opposed. Motion carried.

Election of Officers – Andrea Fox made a motion to nominate Carly Retterath as chair and Brenda Tufte as vice-chair. Motion seconded by Patti Stedman. Board members who voted in favor were Andrea Fox, Kathy Lentz, Carly Retterath, Joshua Standing Elk, Patti Stedman, and Brenda Tufte. None opposed. Motion carried.

Disability Waivers – Disability waiver requests were reviewed for Harley Mairs, Jeanneville Reign-Day, and Jill Schwan.

Brenda Tufte made a motion to allow disability waivers for the 3 individuals. Motion seconded by Andrea Fox. Board members who voted in favor were Andrea Fox, Kathy Lentz, Carly Retterath, Joshua Standing Elk, Patti Stedman, and Brenda Tufte. None opposed. Motion carried.

Dedre Wheeler has also applied for a waiver of the Core math test, but has not submitted documented disability information at this time. Andrea Fox made a motion to deny the waiver request and that Becky shares with her the process/options for the disability waiver and to extend her license until the next meeting. Seconded by Patti Stedman. Board members who voted yes were Andrea Fox, Kathy Lentz, Carly Retterath, Joshua Standing Elk, Patti Stedman, and Brenda Tufte. None opposed. Motion carried.

Teacher Support System Budget – Brenda Tufte made a motion to approve the Teacher Support System budget. Motion seconded by Patti Stedman. Board members who voted yes were Andrea Fox, Kathy Lentz, Carly Retterath, Joshua Standing Elk, Patti Stedman, and Brenda Tufte. None opposed. Motion carried.

Teacher Support System – On August 10th, capacity was reached for the mentoring program. This is the 4th year in a row that mentoring has reached capacity by the beginning of August. Two cohorts of mentor trainings were completed in July. Cohorts 3 and 4 are being completed in August, and cohorts 5 and 6 will be in September. Also, on August 10th, \$60,000 worth of grants was awarded to REAs, districts, and special education unites in North Dakota for Beginning Teacher Networks. Coaches Academy cohorts will take place online and 45 individuals have committed to that training.

Director's Report – Becky provided the Board with information on the Interstate Compact for license reciprocity. The National Center for Interstate Compacts is looking at transferability of teacher licensure. Becky has been asked to be on this committee and they will be meeting in September.

Standards reviews have been completed over the past month. A reading Praxis II test has been chosen that applicants from out-of-state will be able to use to show that they can demonstrate competencies in reading.

Joint Boards meeting is scheduled to be held September 21st and as of now is a face-to-face meeting with remote option.

The Year in Review – Becky reviewed the non-negotiables that guided the Board through the 2020-2021 year

- We will keep the best interest of students a priority
- Commitment to keeping excellence in the profession
- Seriously consider suggestions and input from experts and stakeholders
- Decisions will not be made based on money

Overall, satisfaction survey results continue to be very positive. Based on survey feedback, we will continue to improve our website and staff development as we move into 2021-2022.

Becky reviewed the long-term data of number of licenses issued over the past 6 years for specific license types, as well as the total number of licenses issued since 2010-2011.

Recent completer data includes American Board completers in multiple content areas. American Board became available as a route to licensure in North Dakota in 2019. In 2019, the teaching permit also became available to help districts fill shortage areas. All but two individuals with a permit are currently enrolled in teacher education programs.

The out-of-field endorsement also became available in 2019, to allow fully-licensed teachers in North Dakota to teach in an area outside of their content area for a period of one year at a time for up to two years. To date, 78 out-of-field endorsements have been issued.

Accreditation Visits:

- Trinity Bible College: Formative Feedback has been sent. Requesting Addendum by completed by August 15
- UTTC Spring 2022 Self-study due in May
- UND Fall 2021 (National Visit)
- VCSU Spring 2022 (National Visit)
- NDUS Advanced Program CAEP review Spring 2022
- MSU Advanced Program CAEP review Fall 2021
- NHSC: Update provided at each PAAC meeting; moving toward full accreditation
- Becky Site visits-remote (Tennessee October 2021, Maine November 2021)

Military Active Duty and Spouse Waivers:

- To date, 33 individuals have benefited from fee waivers. One late fee has been waived due to an individual being deployed.

Administrative Rule Changes:

- Currently, individuals who do not hold a bachelor's degree receive a restriction on their interim substitute license stating they may not spend more than 10

consecutive days in the same classroom as a substitute teacher. Effective October 1, 2021, this will be changed to 30 days.

Moving Forward:

- Work to develop collaborations around the para to teacher pipeline
- Continue to share the Model Code of Ethics for Educators with district
- Host Model Code of Ethics workshop
- Plan annual NASDTEC conference
- Examine barriers for foreign teachers
- Continue content area standards reviews
- Work to develop “protocol” for HB 1388

Board Member Reports

NDACTE – Have not met this summer but will be meeting face to face in September. Will provide a report at the September meeting.

Association of Non-Public Schools – Not present.

Association of School Administrators – Not present.

School Boards – National conference was cancelled, so no new information.

NDUnited – Nothing to report.

DPI – Back to school conference last week.

The meeting was recessed at 9:40am until 10:00am.

Administrative Cases – Reviewed by the Administrative Subcommittee of the Education Standards and Practices Board. Administrative Subcommittee members present were Ben Johnson, Kathy Lentz, Carly Retterath, and Patti Stedman.

Ostrom, Leandra – Ms. Ostrom’s file was reviewed after a Request for Inquiry was filed by a parent. Carly Retterath made a motion to dismiss the case, as it seems the school district has followed their protocol and documented what needs to be done in this situation. Seconded by Kathy Lentz. Administrative Subcommittee members who voted in favor were Ben Johnson, Kathy Lentz, Carly Retterath, and Patti Stedman. None opposed. Motion carried.

The meeting was adjourned at 10:06am.