

**MINUTES – Board Meeting
Thursday, December 9, 2021
CTE Conference Room and Teams**

The Education Standards and Practices Board (ESPB) meeting was called to order at 8:00am by Chair Carly Retterath. Board members present were Siri Coleman, Sonya Hansana, Kathy Lentz, Carly Retterath, Joshua Standing Elk, Patti Stedman, Cory Steiner, Brenda Tufte, and Superintendent Kirsten Baesler.

Board members Ben Johnson and Andrea Fox were absent.

Also present were ESPB Executive Director Rebecca Pitkin, Assistant Director Mari Riehl, and Amy Bigelow from ESPB, Carl Karpinski from Attorney General's Office, Amy Flicek from NDUnited, Jennifer Wallender from Western Governor's University, Michelle Griffin from UND, Ellie Shockley from University Systems, Joe Kolosky from DPI, Marijke Leibel and Erin Jacobson from Teacher Support System, and other online guests.

Additions/Changes to the Agenda – Items to add to the agenda include an administrative subcommittee case for Jim Jeske, the DPI shortage area report, and an amended 2021-2022 budget. Patti Stedman motioned to accept agenda as amended. Motion seconded by Kathy Lentz. None opposed. Motion carried.

Motion to Ratify November Licensure List – Brenda Tufte made motion to ratify the November 2021 licensure list. Seconded by Cory Steiner. All voted in favor, none opposed. Motion carried.

CASES

Thiery, Teresa – Ms. Thiery's file was reviewed by the Board after she self-disclosed background offenses on her application for an interim substitute license. Becky noted that the offenses fall outside the established policy for issuing a license without Board review. Kathy Lentz made a motion to issue an interim substitute license to Ms. Thiery. Motion seconded by Josh Standing Elk. Board members who voted yes were Siri Coleman, Sonya Hansana, Kathy Lentz, Carly Retterath, Joshua Standing Elk, Patti Stedman, Cory Steiner, and Brenda Tufte. None opposed. Motion carried.

ADMINISTRATIVE CASES – Reviewed by the Administrative Subcommittee of the Education Standards and Practices Board. Administrative Subcommittee members present were Sonya Hansana, Kathy Lentz, Carly Retterath, Patti Stedman, and Cory Steiner.

Before the Administrative Subcommittee reviewed cases, ESPB Assistant Director Mari Riehl reviewed information that on the MIS03 manual this year, administrators were advised to enter substitute teachers on the MIS03 if a substitute teacher was being utilized in an unfilled position.

Ostrom, Leandra – At the November meeting, the Board initiated a Request for Inquiry for placing an unlicensed teacher in the classroom. The teacher did have a valid interim substitute license. Patti Stedman made a motion to dismiss the case. Seconded by Cory Steiner. Administrative Subcommittee members who voted in favor were Sonya Hansana, Kathy Lentz, Carly Retterath, Patti Stedman, and Cory Steiner. None opposed. Motion carried.

Wheeling, Tricia – At the November meeting two separate Request for Inquiries were initiated for placing unlicensed teachers in the classroom, Jasmyne Bear and Sasha Snow. Patti Stedman made a motion to dismiss. Motion seconded by Sonya Hansana. After further discussion, Patti amended her motion to fine Ms. Wheeling \$100 for having an unlicensed teacher in the classroom. Seconded by Sonya Hansana. Administrative Subcommittee members who voted yes were Sonya Hansana, Kathy Lentz, Carly Retterath, Patti Stedman, and Cory Steiner. None opposed. Motion carried.

Jeske, Jim – A Request for Inquiry was initiated against Mr. Jeske at the November meeting for having an interim substitute as a full-time teacher in the classroom. In Mr. Jeske's response he indicated that the teacher was a substitute and not under contract until her initial license was issued. Patti Stedman made motion to dismiss. Motion seconded by Kathy Lentz. Administrative Subcommittee members who voted yes were Sonya Hansana, Kathy Lentz, Carly Retterath, Patti Stedman, and Cory Steiner. None opposed. Motion carried.

The Administrative Subcommittee meeting was adjourned at 8:25am and regular meeting was re-convened.

In light of the new information received from DPI about interim substitute teachers being place on the MIS03, Kathy Lentz made a motion to rescind the fines issued at the November meeting to Jordyn Thomas and Kayla Knopp. Motion seconded by Brenda Tufte. Board members who voted in favor were Siri Coleman, Kathy Lentz, Carly Retterath, Patti Stedman, Cory Steiner, and Brenda Tufte. None opposed, motion carried.

November Minutes, License, and Financial Reports – The November 2021 financial report showed \$62,661.86 in total income received, \$67,751.60 in total expenses, with a net income of minus \$5,089.74. The November 2021 licensure report documented 869 items issued. This number includes background checks, endorsements, late fees, and application fees.

Patti Stedman moved to accept the November minutes, license, and financial reports. Seconded by Siri Coleman. All voted in favor, none opposed. Motion carried.

Amended Budget – At the November meeting, Board discussed hiring a part-time staff member. The 2021-2022 budget has been adjusted to reflect this. Hiring for this position will give ESPB flexibility in hiring and will assist with additional projects over the next couple years. Hiring for this position will not negatively impact the budget. Brenda Tufte made a motion to accept the updated 2021-2022 budget. Motion seconded by Cory Steiner. Board members who voted yes were Siri Coleman, Sonya Hansana, Kathy Lentz, Carly Retterath, Patti Stedman, Cory Steiner, and Brenda Tufte. None opposed. Motion carried.

Licensure –

Administrative Rules Changes/Items for the Board to Consider:

- **40-day provisional for individuals who do not yet have a Social Security Number** – With the influx of foreign applicants to the state, they often times cannot obtain their Social Security Number until they've been in the US a certain number of days, and at this time cannot obtain a license without a valid Social Security Number. Applicants would be required to provide their valid US Social Security Number within the 40-day provisional time period. Siri Coleman made a motion to accept a 40-day provisional rules change for foreign applicants who do not yet have a SSN. Motion seconded by Sonya Hansana. Board members who voted yes were Siri Coleman, Sonya Hansana, Kathy Lentz, Carly Retterath, Patti Stedman, Cory Steiner, and Brenda Tufte. None opposed. Motion carried.
- **CTE 4-year degree individuals who have completed Transition to Teaching testing into new content areas** – Board members still have many questions. Becky will unpack it additionally, invite someone from CTE to speak to the Board, and bring back to the board at a future date.

DPI Shortage Report – Ellie Shockley and Josef Kolosky from DPI shared data that has been collected on shortage areas for the 2021-2022 school year. DPI uses this data to file their federal reports. ESPB considers this information, along with our alternate access license data, to determine shortage areas each year by April. Shortage areas are eligible for alternate access licenses and TFFR for return to teaching.

ED Evaluation – Report provided to the Board. Patti Stedman made a motion to accept the November formative Executive Director evaluation as presented. Seconded by Cory Steiner. Board members who voted yes were Siri Coleman, Sonya Hansana, Kathy Lentz, Carly Retterath, Patti Stedman, Cory Steiner, and Brenda Tufte. None opposed. Motion carried.

Director's Report – Our online application programming company, NEXUS Innovations, is working to integrate a new reporting system into NDTeach called Power BI, as the one we currently use is obsolete. Minot State had their advanced visit last week, on December 2nd. DPI has approached ESPB about considering a change to the Gifted and Talented endorsement and no longer having it fall under the special education area. Becky will be holding a stakeholder group to discuss the potential changes, as well as the possibility of a special education minor equivalency endorsement.

Teacher Support System – Three more Coaches Academy sessions and 10 mentoring webinars were held in November. Professional Learning feedback has been very good, with 95% of participants agreeing or strongly agreeing that the professional learning was relevant to their needs. For first-year teachers, TSS continues to offer Genius

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Hours for 2021-2022. If teachers aren't able to participate in the live presentations, all sessions are recorded and can be viewed at a later date.

Board Member Reports

NDACTE – Did not meet, so nothing to report.

Association of Non-Public Schools – Nothing to report.

Association of School Administrators – Nothing to report.

School Boards Association – Nothing to report.

NDUnited – Not present.

DPI – Nothing to report.

The meeting was adjourned at 9:38am.

Chair

Secretary/Executive Director