

MINUTES – Board Meeting
Thursday, January 16, 2020
Conference Call, ESPB Office

The Education Standards and Practices Board (ESPB) conference call meeting was called to order at 8:00am by Vice Chair Brenda Tufte. Board members present by phone were Andrea Fox, Ben Johnson, Kathy Lentz, Mike McNeff, Jessica Rush, Joshua Standing Elk, Patti Stedman, and Bob Toso. Brenda Tufte was present at the ESPB office.

Also present in person were ESPB Executive Director Rebecca Pitkin and Amy Bigelow from ESPB, Jim Upgren from DPI. Erin Jacobson from Teacher Support System joined at 9:27am. Allyson Hicks from Attorney General's Office and Amy Flicek from NDUnited were also present by conference call.

Board member Carly Retterath was absent.

Introductions were held.

Additions/Changes to the Agenda – Additions to the agenda include cases for Jacob Jaffa, Amanda Nelson, Angela Erskine and discussion of a proposal from Kelsie Schmidt's attorney. Administrative Rules related to the teaching permit will also be added. Becky would like the Board to review a complaint letter received in the office. Ratifying of licenses for December 2019 will also be added under action items.

Andrea Fox made motion to accept the agenda as amended. Motion seconded by Patti Stedman. All voted in favor, none opposed. Motion carried.

CASES

O'Shea, Trevor – Mr. O'Shea's file was reviewed after a Request for Inquiry was received. Mike McNeff made motion to dismiss the case. Motion seconded by Kathy Lentz. Board members who voted yes were Andrea Fox, Ben Johnson, Kathy Lentz, Mike McNeff, Jessica Rush, Joshua Standing Elk, Patti Stedman, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

Jaffa, Jacob – Mr. Jaffa's file was reviewed by the Board after he self-disclosed background offenses on his application for licensure. Andrea Fox made motion to approve his application for licensure. Seconded by Bob Toso. Board members who voted in favor were Andrea Fox, Ben Johnson, Kathy Lentz, Mike McNeff, Jessica Rush, Joshua Standing Elk, Patti Stedman, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

Nelson, Amanda – Ms. Nelson's file was reviewed by the Board after she self-disclosed background offenses. Mike McNeff made motion to approve Ms. Nelson's application. Motion seconded by Kathy Lentz. Board members who voted yes were Andrea Fox, Ben Johnson, Kathy Lentz, Mike McNeff, Jessica Rush, Joshua Standing Elk, Patti Stedman, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

Erskine, Angela – Ms. Erskine's file was reviewed by the Board after she self-disclosed background offenses. Kathy Lentz made motion to approve Ms. Erskine's application. Motion seconded by Patti Stedman. Board members who voted yes were Andrea Fox, Ben Johnson, Kathy Lentz, Mike McNeff, Jessica Rush, Joshua Standing Elk, Patti

Stedman, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

Schmidt, Kelsie – A proposal was received from Ms. Schmidt's attorney asking the Board to consider modifying the language of Ms. Schmidt's settlement agreement to either revoke license for two years from the date of the offense or to revoke license for one year. He stated he felt that since she has not taught since the offense occurred, that should count toward one year of the revocation. He also asked if this would be a lifetime ban. The current settlement agreement offer is to revoke Ms. Schmidt's license for two years from the date of her signature on the agreement.

Mike McNeff made a motion to reject the offer from Ms. Schmidt's attorney and leave the settlement agreement offer as it currently stands. Motion seconded by Ben Johnson. Board members who voted yes were Andrea Fox, Ben Johnson, Kathy Lentz, Mike McNeff, Jessica Rush, Joshua Standing Elk, Patti Stedman, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

Board attorney Allyson Hicks recommended that the Board make no further statement at this time regarding the revocation, since there is no application in front of the Board.

The regular ESPB Board meeting was adjourned at 8:23am.

Meeting of the Administrative Subcommittee was called to order at 8:23am by Administrative Subcommittee Chair Mike McNeff.

ADMINISTRATIVE CASES

Reviewed by the Administrative Subcommittee of the Education Standards and Practices Board. Administrative Subcommittee members present were Ben Johnson, Kathy Lentz, Mike McNeff, Patti Stedman, and Bob Toso.

Kramer, Cari – Ms. Kramer's file was reviewed by the Administrative Subcommittee after a Request for Inquiry was received. Bob Toso made motion to dismiss the case. Motion seconded by Ben Johnson. Administrative Subcommittee members who voted yes were Ben Johnson, Kathy Lentz, Mike McNeff, Patti Stedman, and Bob Toso. None opposed. Motion carried.

The Administrative Subcommittee meeting adjourned at 8:27am.

The ESPB meeting re-adjourned at 8:27am.

December Minutes, License, and Financial Report – The December 2019 financial report showed \$55,819.62 in total income received, \$86,686.28 in total expenses, with a net income of minus \$30,866.66. The December 2019 licensure report documented 731 issued. This number includes background checks, endorsements, late fees, and application fees.

Bob Toso moved to approve the December minutes. Seconded by Ben Johnson. All voted in favor, none opposed. Motion carried.

Ben Johnson made a motion to accept the December 2019 license and financial reports and to ratify licenses issued in December. Motion seconded by Kathy Lentz. All voted in favor, none opposed. Motion carried.

HB 1531 Administrative Rule – A requirement listed in House Bill 1531 states that all teaching permit holders must be enrolled in the Teacher Support System mentoring program at the expense of the school district. Erin Jacobson, TSS Coordinator, has concern that not all administrators are enrolling their permittees. Language has been drafted for administrative rules to state what laws permit holders must follow.

Mike McNeff asked if it's ESPB's job to enforce this. Yes it is, since Becky is required to provide a report to the legislature about how the permit process is going. Mike McNeff made a motion to include language related to HB 1531 in administrative rules for July. Motion seconded by Bob Toso. Board members who voted in favor were Andrea Fox, Ben Johnson, Kathy Lentz, Mike McNeff, Jessica Rush, Joshua Standing Elk, Patti Stedman, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

Disability Requests –

- Jered Sublet – Ben Johnson made a motion to deny Mr. Sublet's request for a disability waiver for Praxis testing at this time. Mr. Sublet should attempt to pass the test the required number of times, as outlined in administrative rule, before the Board will consider. Motion seconded by Mike McNeff. Board members who voted in favor were Andrea Fox, Ben Johnson, Kathy Lentz, Mike McNeff, Jessica Rush, Joshua Standing Elk, Patti Stedman, Bob Toso, and Brenda Tufte. None opposed. Motion carried. The Board also expressed that when notification is sent to Mr. Sublet regarding the Board's decision, supports and resources available to him should be included.
- Jordan Young –Mike McNeff expressed that he would like to see Ms. Young's university evaluate her situation to see if they would be willing to waive the Core Academic Skills for Educators requirement to be admitted to education program. Bob Toso made a motion to send this case back to Minot State University and ask for additional information. The Board does not feel they have sufficient information needed to determine if she's otherwise qualified to teach, a requirement outlined in administrative rule. Motion seconded by Patti Stedman. Board members who voted in favor were Andrea Fox, Ben Johnson, Kathy Lentz, Mike McNeff, Jessica Rush, Joshua Standing Elk, Patti Stedman, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

Ben Johnson left the meeting at 8:58am.

2020 Board Retreat – Bob Toso has offered to organize the Board retreat to be held in Jamestown again. Last year, retreat was in August. If we follow the same schedule, the retreat will begin August 12th at noon, with the regular Board meeting being held the morning of August 13th.

Director's Report – Becky has provided both mental health competency response data from Initial licensure applications, as well as ESPB satisfaction survey results for the Board's review. Bob Toso made a motion to approve the Executive Director's Report as presented. Seconded by Andrea Fox. All voted in favor, none opposed. Motion carried.

- **ED Report: Alternate Access Licenses** – The Executive Director's Report also included a summary of alternate access licenses, teaching permits, out-of-field endorsements, and American Board licenses issued for the 19-20 school year. This continues to show methods the Board is using to offer licensure options for shortage areas.
- **ED Report: Stakeholder Input** – Becky provided information to the Board showing information pertaining to district visits, conference presentations, committee work, ect. This is required each year as part of the Executive Director Evaluation process.

Board Member Reports

NDACTE – NDACTE met on December 10, 2019.

- Jim Upgren shared information about the Computer Science and Cybersecurity Credentials through DPI. Dr. Pitkin shared information about Administrative Rules changes. Jenette Hoffman presented Trauma Sensitive Schools Training.
- The Praxis Core Workgroup is continuing to meet to discuss alternatives to the Praxis Core if a candidate is unable to pass it but is otherwise qualified to enter into a teaching major.
- Erin Lacina spoke to NDACTE about resources for teachers and EDU professors. <http://www.ndrea.org/index.php?id=112> NDREA
 - Course 0.5 - Intro to ND State Content Standards - 7.5 hours (available Spring 2020)
 - Course 1.0 - Standards Based Instruction - 15 hours (available Spring 2020)
 - Course 2.0- Operationalizing the Standards in Classrooms Through Proficiency Scales - 15 hours (Summer 2020)
- Shireen Alemadi from ND EPSCoR spoke to the group about their program to stimulate competitive research among students and teachers in our state (<https://www.ndepscor.ndus.edu/>)

Association of Non-Public Schools – Nothing to report.

Association of School Administrators – Mid-winter conferences coming up. Mike McNeff asked if there is a conference or meeting for instructional coaches and administrators to attend together. TSS Coordinator Erin Jacobson said administrators

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are always invited to coaches conferences and TSS does have one coming up next week.

School Boards Association – Negotiations seminar coming up in February.

NDUnited – NDU's Professional Growth Institute will be held in June with theme of social/emotional learning. Becky will be meeting with NDU on Friday, Jan 17th, to talk about MCEE and where that is going with districts.

DPI – Draft administrative rules have been submitted to Attorney General's office for computer science credentials.

The meeting was adjourned at 9:33am.

Chair

Secretary/Executive Director