

MINUTES – Board Meeting

Thursday, May 14, 2020

Video Conference

The Education Standards and Practices Board (ESPB) meeting was called to order at 8:00am by Chair Carly Retterath. Board members present by video conference were Andrea Fox, Ben Johnson, Kathy Lentz, Mike McNeff, Carly Retterath, Jessica Rush, Joshua Standing Elk, Bob Toso, and Brenda Tufte. Patti Stedman joined at 8:15am. Superintendent Kirsten Baesler joined at 8:50am.

Also present were ESPB Executive Director Rebecca Pitkin, Assistant Director Mari Riehl and Amy Bigelow from ESPB, Allyson Hicks from Attorney General's Office, Amy Flicek from NDUnited, Erin Jacobson and Marijke Leibel from Teacher Support System, Tom Schmidt, Tom Six, and Michael Hiltner. Jeremy Devine joined for a brief time after cases had been reviewed.

Introductions were held.

Additions/Changes to the Agenda – Items added to the agenda include a disability waiver request from Taylor Balkan, a request for substitution of tests from Wendy Ghassemi, Administrative Subcommittee case for Beth Zietz, an item Mike McNeff would like to discuss, and language regarding documentation of courses from Certification Central. Brenda Tufte made a motion to accept the agenda as amended. Seconded by Bob Toso. All voted in favor of accepting the agenda as amended. None opposed. Motion carried.

Motion to Ratify April Licensure List – Kathy Lentz made a motion to ratify the April licensure list. Seconded by Ben Johnson. All voted in favor, none opposed. Motion carried.

CASES

Hiltner, Michael – Mr. Hiltner's file was reviewed by the Board after he self-disclosed a background offense on his renewal application. Mike McNeff made motion to grant Mr. Hiltner's renewal. Motion seconded by Ben Johnson. Board members who voted in favor were Andrea Fox, Ben Johnson, Kathy Lentz, Mike McNeff, Carly Retterath, Jessica Rush, Josh Standing Elk, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

Devine, Jeremy – Mr. Devine's application was reviewed by the Board due to a self-disclosed background offense. Kathy Lentz made a motion to issue Mr. Devine's renewal. Motion seconded by Jessica Rush. Board members who voted in favor were Andrea Fox, Ben Johnson, Kathy Lentz, Mike McNeff, Carly Retterath, Jessica Rush, Josh Standing Elk, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

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

The regular ESPB meeting as adjourned at 8:12am.

Mike McNeff, Administrative Subcommittee Chair, called the meeting of the Administrative Subcommittee to order at 8:12am.

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, Carly Retterath, Patti Stedman, and Bob Toso.

Six, Thomas – At the March 2020 meeting, the Administrative Subcommittee motioned to file a Request for Inquiry on Mr. Six for placing an unlicensed teacher in the classroom. The teacher does now have a valid license. Bob Toso made a motion to fine Mr. Six \$250. Motion seconded by Carly Retterath. Administrative Subcommittee members who voted yes were Ben Johnson, Kathy Lentz, Mike McNeff, Carly Retterath, Patti Stedman, and Bob Toso. None opposed. Motion carried.

Schmidt, Thomas – At the April 2020 meeting, the Administrative Subcommittee made a motion to file a Request for Inquiry on Mr. Schmidt for placing a person with an interim substitute license in a classroom full-time. The teacher has since obtained his regular teaching license. After much discussion, Carly Retterath made a motion to dismiss the case. Motion seconded by Bob Toso. Administrative Subcommittee members who voted yes were Ben Johnson, Kathy Lentz, Mike McNeff, Carly Retterath, Patti Stedman, and Bob Toso. None opposed. Motion carried.

Zietz, Beth – At the April 2020 meeting, the Administrative Subcommittee made a motion to file a Request for Inquiry on Ms. Zietz for placing a person with an interim substitute license in a classroom full-time. The teacher has since resigned from her position. Bob Toso made a motion to fine Ms. Zietz \$250. His motion did not receive a second. Carly Retterath then made a motion that the Board send an informative letter to the school district, letting them know the laws regarding interim substitute licenses and that this should not be happening. Motion seconded by Patti Stedman. Administrative Subcommittee members who voted yes were Ben Johnson, Kathy Lentz, Mike McNeff, Carly Retterath, Patti Stedman, and Bob Toso. None opposed. Motion carried.

Mike McNeff self-disclosed an issue that has arisen in his district. His district has a substitute teacher whose license expired in December 2019 and worked as a substitute teacher. Carly Retterath made a motion that no action be taken, as Mike self-reported as soon as the issue was identified. Seconded by Ben Johnson. Administrative Subcommittee members who voted yes were Ben Johnson, Kathy Lentz, Carly Retterath, Patti Stedman, and Bob Toso. Mike McNeff abstained. None opposed. Motion carried.

Carly Retterath motioned to adjourn the Administrative Subcommittee portion of the meeting. Seconded by Patti Stedman. The Administrative Subcommittee meeting was adjourned at 8:47am.

ESPB meeting was reconvened at 8:47am.

Substitute Licenses – ESPB receives many questions from administrators regarding what someone with an interim substitute license can do. Restrictions that show on an interim license are emphasized, including the 10-day restriction for those individuals with less than a bachelor's degree. Board attorney Allyson Hicks recommended ESPB instruct individuals with questions on what someone with an interim substitute license can do to see Administrative Rule 67.1-02-04-02, then work with their administration and human resources departments to make decisions based on their policies.

Erin Jacobson joined at 9:00am.

Allyson Hicks left the meeting at 9:05am.

April Minutes, License, and Financial Report – The April 2020 financial report showed \$48,110.56 in total income received, \$57,775.41 in total expenses, with a net income of minus \$9,664.85. The April 2020 licensure report documented 524 items issued. This number includes background checks, endorsements, late fees, and application fees. Brenda Tufte made a motion to accept the April minutes, license, and financial report. Seconded by Andrea Fox. All voted in favor, none opposed. Motion carried.

Becky included a May 2020 update on licensure. The Board was wondering what the impact of COVID-19 had on licensure. Numbers did drop for April, but numbers are on track to issue more licenses this year than previous years. No extensive differentiation. Becky noted the stipend paid to content experts for program reviews will be increasing. The Governor has asked that by July 1, state agencies present 5% to 15% budget cuts for the next biennium. Becky's goal is to reduce ESPB's budget by 5%.

Marijke Leibel joined the meeting at 9:07am.

Teacher Support System – Enrollment was opened on Monday, May 11, and already have 66 enrollments after 3 days. In 2019, it took 3 weeks to reach that same number. Many enrollments are coming from smaller districts. Surveys were sent two weeks ago to all administrators, 1st year teachers, and mentors for feedback on the program. Data collected from those surveys is currently being sorted and analyzed.

Marijke Leibel presented numbers TSS has gathered on retention data. The study completed last year targeted 3 years prior. In 14-15, it was found that teachers who were mentored had a 71.1% retention rate, compared to 64.6% for those who not mentored. In 18-19, teachers who were mentored had a 96.3% retention rate, compared to 85.8% for first-year teachers who were not mentored.

Certification Central Transcripts – Certification Central is a North Dakota alternative program for licensure and will begin offering their modules in July 2020. Since they are not a university, they cannot issue transcripts, which are required in Administrative Rule to document program completion and re-education. The cleanest way to add into rules is to add “and competencies from state approved alternative programs” to the re-education section and Initial License section. This will allow us to accept re-education from Certification Central.

Request from Wendy Ghassemi – Ms. Ghassemi has requested to have tests she completed for her Oklahoma educator license tests be used in lieu of the Praxis exams for North Dakota licensure. Bob Toso made a motion to accept her request. Motion seconded by Ben Johnson. Board members who voted in favor were Andrea Fox, Ben Johnson, Kathy Lentz, Mike McNeff, Carly Retterath, Jessica Rush, Josh Standing Elk, Patti Stedman, Bob Toso, and Brenda Tufte. Motion carried.

Disability Waiver Request – Brenda Tufte made a motion to deny the waiver request received from Taylor Balkan. Motion seconded by Patti Stedman. Board members who voted in agreement were Board members who voted in favor were Andrea Fox, Ben Johnson, Kathy Lentz, Mike McNeff, Carly Retterath, Jessica Rush, Josh Standing Elk, Patti Stedman, Bob Toso, and Brenda Tufte. Motion carried.

Carly Retterath noted that the denial of the disability waiver does not deny the issuing of a different type of license. Ms. Balkan can still apply for an alternate access license at this time.

Director’s Report – ND has been asked to put together a webinar to put on NASDTEC’s website. Becky will be working with individuals from stakeholder groups to develop webinar and show how North Dakota has integrated the Model Code of Ethics for Educators into professional development and teacher education programs.

North Dakota Common Metrics Survey – Brenda Tufte presented information gathered on the ND Common Metrics Survey. Surveys are delivered to student teachers, program completers in their first year of teaching, and to supervisors of first-year teachers. Information gathered from the surveys is analyzed and used by teacher preparation programs in their program approval processes.

Upcoming Legislative Session – Katherine Terras from Certification Central will be coming to visit with the Board at the June meeting regarding the Para to Practice Pipeline. There is much work in progress. Katherine will be looking for input from stakeholders.

2020-2021 Budget – Some dollars have been moved around, but not much has changed. Information presented for Board review. Becky did inform Board that Mr. Bradley Miedema would like to proceed to an administrative hearing regarding the

denial of his license at the March 2020 meeting. Money was set aside a few years ago for litigation so it does not come out of the regular budget. Additional dollars will be added to litigation account.

The budget subcommittee has approved the draft budget for 20-21. Full Board will vote in June.

Board Member Reports

NDACTE – Nothing new to report. They will meet this week.

Association of Non-Public Schools – Nothing to report. Wrapping up the school year and online learning.

Association of School Administrators – Working on graduation and following appropriate social distancing guidelines.

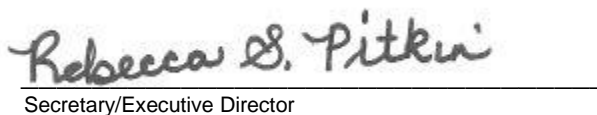
School Boards Association – Nothing to report.

NDUnited – NDUnited has a new course load rolling out for June 1. Courses for certified staff and education support professionals.

DPI – Working to provide guidance that is wanted, needed, and expected during this time of COVID-19. Looking forward to summer school and next school year. Conversations about ongoing rigor and engagement.

The meeting was adjourned at 10:04am.


Chair


Secretary/Executive Director