

## **MINUTES**

**Thursday, November 9, 2017**

Fort Totten Room, State Capitol, Bismarck

The Education Standards and Practices Board (ESPB) meeting was called to order at 9:00am by Chair Carly Retterath. Board members present were Mike McNeff, Bob Toso, Jessica Rush, Karen Christensen, Brenda Tufte, Carly Retterath, Dinah Goldenberg, Andrea Fox and Ben Johnson. Board members absent were Kim Belgarde and Superintendent Kirsten Baesler.

Also present were Amy Folkestad, Becky Pitkin, and Mari Riehl from ESPB, Bob Marthaller from DPI, Dana Hillius from NDUnited, Blair Emerson from the Bismarck Tribune, John Hageman with the Fargo Forum, and Dr. Alan Peterson from ND Center for Distance Education. Edward Erickson from the Attorney General's office joined at 9:30 for cases. Faye Kopp from TFFR joined after lunch.

Introductions were held.

**Additions to the Agenda** – Additions to the agenda are cases for Carlie Wilson and Danian Timm, reviewing PAAC membership as part of the policy discussion, discussion on a deadline for sending out new documents for board review and standards for Request for Inquiry forms. No Board members opposed the addition of these agenda items.

**ED Evaluation** – Bob Toso made a motion to accept the Executive Director's evaluation as written. Motion seconded by Karen Christensen. Board members who voted in favor were Karen Christensen, Andrea Fox, Dinah Goldenberg, Ben Johnson, Mike McNeff, Carly Retterath, Jessica Rush, Bob Toso, and Brenda Tufte. Motion carried.

### **October Minutes, License, and Financial Report –**

Dinah Goldenberg moved to approve the October 2017 minutes, license, and financial reports. Motion seconded by Karen Christensen. All voted in favor, none opposed. Motion carried.

The October 2017 financial report showed \$61,090.75 in total income received, \$78,935.23 in total expenses, with a net income of minus \$17,844.48. The October 2017 licensure report showed 861 total licenses issued.

Becky pointed out some things about the budget including how the technology fee is still more this month as we transitioned to the new website. Since the old website is still being hosted, those fees are still being charged to ESPB. Fees for the old website will be eliminated by the end of the month.

**Policy** – Policy committee worked on PAAC membership again. PAAC will include 10 members:

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- Three representatives of institutions of higher education, one from the ESPB Board who shall serve as the committee chair
- One unit head of a school or college of education
- Three teachers; at least one shall be a member of ESPB and at least one shall be the ESPB representative from a private institution
- Two school administrator or principals, one from ESPB
- A school board member

Mike McNeff made a motion to approve the PAAC membership as written by the policy committee. Motion seconded by Jessica Rush. Board members who voted in favor were Karen Christensen, Andrea Fox, Dinah Goldenberg, Ben Johnson, Mike McNeff, Carly Retterath, Jessica Rush, Bob Toso, and Brenda Tufte. Motion carried.

**PAAC Recommendations** – Brenda Tufte reported on PAAC recommendations from the meeting held November 9, 2017, at 8am. Bob Toso made a motion to accept the PAAC committee report. Seconded by Dinah Goldenberg. All voted in favor, none opposed. Motion carried.

**Deadline for Board Documents** – Board meeting materials are sent out to Board members 10 working days prior to the meeting. When additional information comes into the office, it will be the goal to have the last of the information to Board members no later than the end of the day Monday prior to the meeting. There may occasionally be exceptions based on Becky's discretion on timeliness of cases and responses.

Board Chair Carly Retterath left the meeting at 9:30am and Vice Chair Karen Christensen took over meeting.

## **CASES**

**Doster, Elizabeth** – Board reviewed materials related to Ms. Doster's case in October and tabled the case while waiting to hear if Ms. Doster would be charged by the Fargo Police Department. The Fargo Police Department will not be charging Ms. Doster as they do not have sufficient evidence.

Bob Toso made a motion to suspend Ms. Doster's license for 5 years and until she shows evidence of chemical dependency treatment and sobriety from a counselor and completion of NASDTEC ethics course. All costs must be incurred by Ms. Doster. Seconded by Mike McNeff.

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Ben Johnson made a motion to make an amendment to the motion to suspend her license for 5 years with a minimum of 3 years. She could apply after 3 years with a letter of support from a counselor documenting sobriety and completion of chemical dependency treatment and ethics course. Ms. Doster must incur all costs associated. Motion seconded by Brenda Tufte. Board members who voted yes were Ben Johnson, Mike McNeff, and Brenda Tufte. Board members who voted no were Karen Christensen, Andrea Fox, Dinah Goldenberg, Jessica Rush, and Bob Toso. Motion for the amendment failed.

Board members then voted on Bob Toso's original motion to suspend Ms. Doster's license for 5 years and until she shows evidence of chemical dependency treatment and sobriety from a counselor and completion of NASDTEC ethics course. All costs must be incurred by Ms. Doster. Board members who voted yes were Karen Christensen, Andrea Fox, Dinah Goldenberg, Ben Johnson, Mike McNeff, Jessica Rush, Bob Toso, and Brenda Tufte. Motion carried.

**Sneva, Shawn** – Mr. Sneva's file was reviewed by the board due to teaching without a valid license. Mike McNeff made a motion to fine Mr. Sneva \$100. Seconded by Bob Toso. Board members who voted yes were Karen Christensen, Andrea Fox, Dinah Goldenberg, Ben Johnson, Mike McNeff, Jessica Rush, Bob Toso, and Brenda Tufte. Motion carried.

Dinah Goldenberg made a motion to send a letter of inquiry to Mr. Sneva's administrator regarding placing a teacher in the classroom without a valid license. Motion seconded by Brenda Tufte. Board members who voted yes were Karen Christensen, Andrea Fox, Dinah Goldenberg, Ben Johnson, Mike McNeff, Jessica Rush, Bob Toso, and Brenda Tufte. Motion carried.

Attorney Edward Erickson suggested that ESPB send a reminder to teachers and administrators that teachers must have a valid license before they may begin teaching.

**Turner, Kevin** – Mr. Turner's file was previously reviewed by the Board and the case was tabled while waiting for outcome of Mr. Turner's criminal case. Case was plead down to disorderly conduct. Attorney Edward Erickson recommended that Board now ask for Mr. Turner's response to the incident. Dinah Goldenberg made a motion to ask for further information from Mr. Turner regarding the incident. Motion seconded by Mike McNeff. Board members who voted yes were Karen Christensen, Andrea Fox, Dinah Goldenberg, Ben Johnson, Mike McNeff, Jessica Rush, Bob Toso, and Brenda Tufte. Motion carried.

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**Wilson, Carlie** – Ms. Wilson's file has been reviewed the by Board in the past due to background check offenses. On her renewal, she has self-reported new offense. Dinah Goldenberg made a motion to grant Ms. Wilson a 2-year renewal with the requirement that she self-report any new offenses within that time and that she provide documentation of chemical dependence evaluation and treatment, if necessary. She must also provide verification that a Victim Impact Panel was attended. Board members who voted yes were Karen Christensen, Andrea Fox, Dinah Goldenberg, Ben Johnson, Mike McNeff, Jessica Rush, Bob Toso, and Brenda Tufte. Motion carried.

The Board also asked Becky to send a letter to Ms. Wilson expressing concerns about the frequency of her background offenses and subsequent need for review by the Board.

**Timm, Danian** – Mr. Timm's file was reviewed by the board due to teaching without a valid license. Dinah Goldenberg made a motion to dismiss the case. Seconded by Bob Toso. Board members who voted yes were Karen Christensen, Andrea Fox, Dinah Goldenberg, Ben Johnson, Mike McNeff, Jessica Rush, Bob Toso, and Brenda Tufte. Motion carried.

Dinah Goldenberg made a motion to send a letter of inquiry to Mr. Timm's administrator regarding placing a teacher in the classroom without a valid license. Motion seconded by Jessica Rush. Board members who voted yes were Karen Christensen, Andrea Fox, Dinah Goldenberg, Ben Johnson, Mike McNeff, Jessica Rush, Bob Toso, and Brenda Tufte. Motion carried

### **ADMINISTRATIVE CASES**

**Lawrence, Linda** – Ms. Lawrence's file was reviewed by the Board due to a Request for Inquiry that had been submitted. Karen Christensen made a motion to dismiss the case. Motion seconded by Ben Johnson. Administrative Board members who voted yes were Karen Christensen, Dinah Goldenberg, Ben Johnson, Mike McNeff, and Bob Toso. Motion carried.

### **Board Education – Dr. Alan Peterson, Center for Distance Education**

Dr. Peterson provided an overview of services provided by Center for Distance Education. A student can earn a high school diploma through Distance Ed if they complete 25% of their coursework with Distance Ed. They are a digital education provider to all North Dakota school districts.

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**Licensure Report Presentation** – Due to time, this agenda item will be moved to another month.

**TFFR Presentation – Faye Kopp, Teacher’s Fund for Retirement**

Faye reviewed retirement trends and history over the past years, factors that influence people to retire, number of educators eligible for retirement, and retired educators who are re-employed. She also showed how many educators will be eligible to retire in the coming years based on retirement tiers.

**Alternate Access Committee** – Mike McNeff reported that the committee has met once and started by looking at Minnesota licensure and their proposed licensure changes which include different tiers based on education. They also discussed degrees in related content areas and seeing if some content area courses could be waived for related content areas for those on an alternate access license. Much discussion by the Board on related content areas and courses that should be required. Universities should have ability to make decisions on what courses should be required or if courses completed are comparable to standards.

**Director’s Report** – Becky and Mari visited Department of Corrections and Rehabilitation education facilities and learned about the many educational opportunities offered at both Marmot School at the Youth Correctional Center and the State Penitentiary.

A Little Free Pantry will be installed outside the office building and we will be asking other tenants of the building to help provide supplies to fill the pantry.

Three people from North Dakota have been chosen to help determine cut scores for new Praxis tests. TSS Coordinator Erin Jacobson and Becky will be attending National Program Leader Network Conference November 13<sup>th</sup> to 15<sup>th</sup>.

A 2<sup>nd</sup> public hearing was held on proposed Administrative Rules changes. The hearing had no attendees and no comments.

**Model Code of Ethics (MCEE)** – Becky asked that a subcommittee group be formed that includes stakeholders from NDUnited, NDCEL, School Boards Association, Higher Education, and ESPB members so a decision can be made regarding MCEE. The board asked Becky to put together a group and bring it back for approval next month. After the subcommittee group is formed, meetings will be scheduled and action can be taken.

**Board Workshop** – Becky would like to have a board work day this winter. She will look at possible dates and it will be on a future agenda.

## **Board member reports**

### **NDACTE –**

- Members present at the October 2017 NDACTE board meeting are in favor continued inquiry and consideration of a model code of ethics for educators within our teacher preparation programs.
- NDACTE members are continuing discussion of strategies to strengthen the educator pipeline and uphold accountability in placing prepared individuals in the classroom as teachers including offering Intro to Ed at the High School level as a dual credit.
- There is concern about the current policy that states that if you have a minor, you do not need to pass a Praxis but if you have a major you do.

**Association of Non-Public Schools** – Met October 19<sup>th</sup> and talked about trying to solidify membership across the state. Rod Backman, lobbyist for the group, reviewed the 2017 Legislative Session and what to anticipate going forward for next session. Jessica presented about the Model Code of Ethics for Educators to the group and they were very responsive and excited to hear what ESPB might decide on the MCEE.

**School Administrators** – Nothing to report.

**School Boards Association** – School Board Convention was held October 26<sup>th</sup> and 27<sup>th</sup>.

**NDUnited** – Listening tours across the state to get input on issues will be starting. NDUnited is working on Professional Development strategy for the next 2 to 3 years.

**DPI** – Superintendent Baesler has asked Chair of strategic planning committee to have a presentation for ESPB so there is no information gap.

Brenda Tufte asked for more information on DPI's loan forgiveness program. Becky will bring someone in for board education.

Bob Toso expressed concern about Governor's Task Force on Innovation. He would like to know what direction the task force is going.

The meeting was adjourned at 2:48pm.