

## **MINUTES – Board Meeting**

**Thursday, November 8, 2018**

Hudson Room, Radisson Hotel, Bismarck

The Education Standards and Practices Board (ESPB) meeting was called to order at 9:09am by Chair Carly Retterath. Board members present were Carly Retterath, Brenda Tufte, Bob Toso, Ben Johnson, Andrea Fox, Kathy Lentz, Jessica Rush, Mike McNeff, Dinah Goldenberg, and Superintendent Kirsten Baesler.

Board member absent was Kim Belgarde.

Also present were Amy Folkestad, Mari Riehl, and Becky Pitkin from ESPB, Patty Barrette from NDUnited, Gail Schauer from DPI. Allyson Hicks from Attorney General's Office, Lacey Hinsz and Virginia Beggs from ESPB, and David Gress joined at 10am.

Introductions were held.

**Additions/Changes to the Agenda –** Action items to be added to the agenda include Executive Director Formative Assessment, review of files for Clyde Naasz, Michael Hauge, and Robert Thune, review of the professional licensing board meeting attended by Carly Retterath and Becky Pitkin, Professional Licensing board meeting Carly attended. Board attorney Allyson Hicks will discuss BCI training and Criminal History Record Information (CHRI) policy. All Board members voted in favor of accepting agenda as amended. None opposed. Motion carried.

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

The October 2018 financial report showed \$69,847.96 in total income received, \$73,419.59 in total expenses, with a net income of minus \$3,571.63. The October 2018 licensure report showed 969 total licenses issued.

All voted in favor of accepting the October minutes, license, and financial report. None opposed. Motion carried.

**Executive Director Formative Assessment –** A copy of the Executive Director's formative assessment was not provided to the board, so it will be sent out and voted on in December.

### **Applicant Files –**

**Naasz, Clyde –** Bob Toso made a motion to allow Mr. Naasz to continue with the application process. Motion seconded by Mike McNeff. Board members who voted yes were Andrea Fox, Dinah Goldenberg, Ben Johnson, Kathy Lentz, Mike McNeff, Carly Retterath, Jessica Rush, Bob Toso, and Brenda Tufte. None opposed. Motion carried. Mr. Naasz's file was reviewed by the board due to his disclosure on his renewal application that he had been dismissed from an administrative position in South Dakota.

**Hauge, Michael –** Dinah Goldenberg made a motion to allow Mr. Hauge to continue with the application process and that he self-report any future items of concern. Board members who voted yes were Andrea Fox, Dinah Goldenberg, Ben Johnson, Kathy Lentz, Mike McNeff, Carly Retterath, Jessica Rush, Bob Toso, and Brenda Tufte. None opposed. Motion carried. Mr. Hauge's file was reviewed by the board due to his disclosure of past background offenses.

**Program Approval Advisory Committee (PAAC)** – Jessica Rush provided an overview of information from the October PAAC meeting. Bob Toso made a motion to accept the PAAC recommendations from October 2018, seconded by Andrea Fox. Board members who voted in favor were Andrea Fox, Dinah Goldenberg, Ben Johnson, Kathy Lentz, Mike McNeff, Carly Retterath, Jessica Rush, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

PAAC also held a meeting on November 8, 2018, and board will review those recommendations at the December 2018 meeting.

**Alternate Access Committee** – Brenda Tufte discussed the Alternate Access Subcommittee meeting that was held on November 2, 2018. The group discussed NASDTEC surveys showing what some other states are doing with testing requirements. Some states have optional entry points into licensure if students cannot pass the Praxis, such as using the ACT as a substitute for the Praxis Core. Agreed as a committee to look at additional options and consider them.

**Director's Report** – Programming for electronic licenses has been completed and have been live for about a month. The “bugs” have been worked out and everything seems to be working well.

ESPB Executive Director Becky Pitkin will be traveling to Washington DC to attend a Goethe Institute meeting to explore options for German teachers in our state.

ESPB's legislative open house, held at the beginning of each session, is tentatively scheduled for January 16, 2019. This will be the night before ESPB's January 2019 meeting.

Becky attended the NASDTEC Professional Practices Conference, which was also attended by investigators and state officials who work with professional practices cases. Many sessions discussed the need for “boundary training”, as many ethical violations start by the crossing of professional boundaries. A copy of the Professional Boundaries Checklist was provided to ESPB Board members in their meeting materials.

**License Report** – Becky showed a PowerPoint of licensure trends over the past 8 years. The number of licenses issued has been on the rise for most years. Board members questions what the gap is each year between number of retirees and new teachers in that content area. Other states have noted there are challenges to licensure, including reciprocity and national certification. All states have challenges in shortage areas, though many states refer to them as placement challenges – not shortages.

**Strategic Vision** – Mari Riehl presented on ESPB's alignment with the ND PK-12 Education Strategic Vision Framework. DPI contracted with Greenway Consultants on behalf of the PK-12 Education Steering Committee to bring together all agencies for a vision and common goals. Superintendent Baesler has put an optional package into the DPI budget again for this biennium, but will need to see if Governor Burgum keeps it in

the budget.

Before the Board reviewed cases, legal council Allyson Hicks reminded the Board of the guidelines of recusal from voting. She reminded them that Board members cannot abstain from voting because they are uncomfortable with a situation. If they believe there is a conflict of interest, they should disclose that conflict to the Board and remember that when voting, they are to be impartial and fair.

## **CASES**

**White, Rhonda** – Ms. White's file was reviewed by the Board due to a Request for Inquiry filed by Fort Yates Public School District. Bob Toso made a motion to dismiss the case. Motion seconded by Dinah Goldenberg. Board members who voted in favor were Andrea Fox, Dinah Goldenberg, Ben Johnson, Kathy Lentz, Mike McNeff, Carly Retterath, Jessica Rush, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

**Gress, Hannah** – Ms. Gress' file was reviewed by the Board due to a Request for Inquiry filed by West Fargo Public Schools. Mike McNeff made a motion to dismiss the case. Motion seconded by Bob Toso. Board members who voted in favor were Andrea Fox, Dinah Goldenberg, Ben Johnson, Kathy Lentz, Mike McNeff, Carly Retterath, Jessica Rush, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

**Metz, Mark** – Mr. Metz's file was reviewed by the Board due to a Request for Inquiry for was filed by Edmore Public School for breach of contract. Mike McNeff noted that he would like to see a copy of district policy regarding leaving a contract early. Dinah Goldenberg made a motion to table the case until a copy of Edmore Public School's district policy is received. Motion seconded by Brenda Tufte. Board members who voted in favor were Andrea Fox, Dinah Goldenberg, Ben Johnson, Kathy Lentz, Mike McNeff, Carly Retterath, Jessica Rush, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

**Holman, Gina** – The Board reviewed Ms. Holman's file after a Request for Inquiry was received from Standing Rock Community School for breach of contract. Brenda Tufte made a motion to offer a settlement agreement that Ms. Holman pay liquidated damages to the district within 30 days, and if so, the case would be dismissed. Motion seconded by Bob Toso. Board members who voted yes were Andrea Fox, Dinah Goldenberg, Kathy Lentz, Mike McNeff, Carly Retterath, Jessica Rush, Bob Toso, and Brenda Tufte. Ben Johnson voted no. Motion carried.

**Thom, Robert** – Mr. Thom's file was reviewed by the board after a copy of his driving abstract was received, in an attempt to renew his driver education endorsement. Dinah Goldenberg made a motion to request an updated response from Mr. Thom and ask why he did not previously disclose his violations on his 2017 renewal application. Bob Toso seconded the motion. Board members who voted yes were Andrea Fox, Dinah

Goldenberg, Ben Johnson, Kathy Lentz, Mike McNeff, Carly Retterath, Jessica Rush, and Bob Toso. Brenda Tufte voted no. Motion carried.

**BCI Policy** – Allyson Hicks, ESPB’s attorney from Office of the Attorney General, has drafted ESPB Policy and Procedures for Criminal History Record Information (CHRI), so we are in compliance with new FBI and BCI requirements. All staff and Board members will need to complete Security Awareness Training to continue to review CHRI for licensure purposes. Brenda Tufte made a motion to approve ESPB Policy and Procedures for CHRI. Motion seconded by Mike McNeff. Board members who voted yes were Andrea Fox, Dinah Goldenberg, Ben Johnson, Kathy Lentz, Mike McNeff, Carly Retterath, Jessica Rush, Bob Toso, and Brenda Tufte. None opposed. Motion carried.

**Professional Board Training** – Board Chair Carly Retterath and Executive Director Becky Pitkin attended Professional Licensing Board Training Seminar on October 30, 2018. At each of the meetings over the next few months, Carly would like to have legal counsel Allyson Hicks present on a different topic pertinent to Boards.

### **ADMINISTRATIVE CASES - Review by Administrative Professional Practices Subcommittee**

#### **Board member reports**

##### **NDACTE –**

- At the October NDACTE meeting, the board discussed allowing Special Education (SPED) to serve as title teachers with kindergarteners. The board does not support allowing SPED licensed educators to serve as kindergarten title teachers. They are trained against the CEC standards and only EC SPED teachers with a K endorsement have the background to support K students whereas secondary educators do not have the background to support K learning. Initially licensed SPED teachers are not required to take specific reading/math courses unless they want a SPED endorsement for elementary or ECE education.
- A seven-member group is working on a common disposition instrument. Content validity was completed on the tool which narrowed the list from 44 to 24 items. The group’s goal is to complete the document fall 2018.
- Higher Ed institutes are collaborating on Inter-rater Reliability Training for cooperating teachers to evaluate student teachers. The secondary module is done. Beginning training was done and can be used for cooperating teacher training. It is on the NDACTE website along with the instrument. Work on the elementary/MS and preschool modules is still underway.

- There was a meeting with representatives from ND Rural School Corps on Friday, October 19th. Discussion revolved around the issue of recruiting and retaining rural educators. A report on the meeting will be given in Nov.

**Association of Non-Public Schools** – Nothing to report.

**School Administrators** – Association of School Administrators is preparing for the upcoming legislative session.

**School Boards Association** – School Boards Association held their state convention in October.

**NDUnited** – Nearly all Fall 2018 course offerings have been completed and Spring 2019 courses have been released. At this time, NDUnited has over 100 micro-credential offerings.

**DPI** – DPI has been offering AdvancEd trainings. All schools can now input school improvement information into AdvancEd.

Meeting was adjourned at 12:19pm.

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Chair

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Secretary/Executive Director