

**MINUTES – Board Meeting**  
**Thursday, November 19, 2020**  
Teams Live Meeting

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

Board member Bob Toso was absent. Josh Standing Elk left the meeting at 8:30am.

Also present were ESPB Executive Director Rebecca Pitkin, Amy Bigelow from ESPB, Tracy Becker from CTE, Erin Jacobson and Marijke Leibel from Teacher Support system, Amy Flicek from NDUnited and Jennifer Wallender from Western Governor's University.

Introductions were held.

**Additions/Changes to the Agenda** – Additions to the agenda include a disability waiver request from Ashlee Holcomb and case for Bearpaw Mosley. All voted in favor of accepting the agenda as amended, none opposed. Motion carried.

**CASES**

**Danbom, Lindsey** – Ms. Danbom's file was reviewed after a Request for Inquiry was received in relation to breach of contract. Kathy Lentz made a motion to dismiss the Request for Inquiry. Motion seconded by Brenda Tufte. Board members who voted in favor were Andrea Fox, Kathy Lentz, Carly Retterath, Jessica Rush, Josh Standing Elk, Kraig Steinhoff, and Brenda Tufte. None opposed. Motion carried.

**Poor Bear-Adams, Jovannah** – Ms. Poor Bear-Adams's file was reviewed by the Board due to teaching without a valid license. Brenda Tufte made a motion to issue Ms. Poor Bear-Adams a letter of reprimand with no fine. Motion seconded by Jessica Rush. Board members who voted yes were Andrea Fox, Kathy Lentz, Carly Retterath, Jessica Rush, Josh Standing Elk, Kraig Steinhoff, and Brenda Tufte. None opposed. Motion carried.

**Enger, Lacey** – Ms. Enger's file was reviewed by the Board due to teaching without a valid license. Kraig Steinhoff made a motion to issue Ms. Enger a letter of reprimand with no fine. Motion seconded by Kathy Lentz. Board members who voted yes were Andrea Fox, Ben Johnson, Kathy Lentz, Carly Retterath, Jessica Rush, Josh Standing Elk, Patti Stedman, Kraig Steinhoff, and Brenda Tufte. None opposed. Motion carried.

**Graf, Sydney** – Ms. Graf's file was reviewed by the Board due to teaching without a valid license. Brenda Tufte made a motion to issue Ms. Graf a letter of reprimand with no fine. Motion seconded by Jessica Rush. Board members who voted yes were Andrea Fox, Ben Johnson, Kathy Lentz, Carly Retterath, Jessica Rush, Patti Stedman, Kraig Steinhoff, and Brenda Tufte. None opposed. Motion carried.

**Walsh, Brandon** – Mr. Walsh's file was reviewed by the Board after he self-disclosed background offenses on his application for an Interim Substitute license. Brenda Tufte made motion to issue Mr. Walsh's license. Motion seconded by Patti Stedman. Board members who voted in favor were Andrea Fox, Ben Johnson, Kathy Lentz, Carly

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Retterath, Jessica Rush, Patti Stedman, Kraig Steinhoff, and Brenda Tufte. None opposed. Motion carried.

**Behrens, Adrienne** – Ms. Behrens’s file was reviewed by the Board after she self-disclosed background offenses on her application for license renewal. Kathy Lentz made motion to issue Ms. Behrens a 2-year renewal. Motion seconded by Patti Stedman. Board members who voted in favor were Andrea Fox, Ben Johnson, Kathy Lentz, Carly Retterath, Jessica Rush, Patti Stedman, Kraig Steinhoff, and Brenda Tufte. None opposed. Motion carried.

**Dhuyvetter, Austin** – Mr. Dhuyvetter’s file was reviewed by the Board due to disclosed background offenses on his application for an Interim Substitute license. Andrea Fox made motion to approve the license for 1 year, that he self-report any subsequent offenses, and that he complete a new background check in a year to renew. She also motioned to send letter to Mr. Dhuyvetter reminding him he is legally required to disclose any past offenses on applications for licensure. Motion seconded by Patti Stedman. Board members who voted yes were Andrea Fox, Kathy Lentz, Carly Retterath, Jessica Rush, Patti Stedman, and Brenda Tufte. Kraig Steinhoff voted no. Motion carried.

**Stieg, Brenda** – Ms. Stieg’s file has been brought to the Board because it came to the office’s attention that she was not truthful on her application for license renewal. Kraig Steinhoff made a motion to initiate a Request for Inquiry against Brenda Stieg’s license. Motion seconded by Brenda Tufte. Board members who voted yes were Andrea Fox, Ben Johnson, Kathy Lentz, Carly Retterath, Jessica Rush, Patti Stedman, Kraig Steinhoff, and Brenda Tufte. None opposed. Motion carried.

**Mosley, Bearpaw** – Mr. Mosley’s file was reviewed by the Board after he self-disclosed background offenses on his application for an Interim Substitute license. Patti Stedman made motion to issue Mr. Mosley’s license. Motion seconded by Brenda Tufte. Board members who voted in favor were Andrea Fox, Ben Johnson, Kathy Lentz, Carly Retterath, Jessica Rush, Patti Stedman, Kraig Steinhoff, 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 Ben Johnson, Kathy Lentz, Carly Retterath, Patti Stedman, and Kraig Steinhoff.

**Barry, John** – Mr. Barry’s file was reviewed at the August 2020 meeting after a Request for Inquiry was received. The Administrative Subcommittee made a motion to table the case until the outcome of Mr. Barry’s appeal was complete. His appeal from the Department of Human Services has since been resolved and dismissed. Carly Retterath made motion to dismiss the Request for Inquiry. Seconded by Kathy Lentz.

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Administrative Subcommittee members who voted in favor were Ben Johnson, Kathy Lentz, Carly Retterath, Patti Stedman, and Kraig Steinhoff. None opposed. Motion carried.

**September Minutes, Special Meeting, September and October License and Financial Reports and Ratify September and October Licensure Lists** – The September 2020 financial report showed \$82,919.69 in total income received, \$68,799.33 in total expenses, with a net income of \$14,120.36. The September 2020 licensure report documented 1082 items issued. This number includes background checks, endorsements, late fees, and application fees.

The October 2020 financial report showed \$80,965.22 in total income received, \$68,132.48 in total expenses, with a net income of \$12,832.74. The October 2020 licensure report documented 1161 items issued. This number includes background checks, endorsements, late fees, and application fees.

Ben Johnson moved to accept the September minutes, special meeting minutes, September and October license, and financial reports. Seconded by Jessica Rush. All voted in favor, none opposed. Motion carried.

Becky pointed out that the special board meeting minutes are from the emergency substitute license language that was drafted and submitted to the Governor's office.

Andrea Fox left the meeting at 9:00am.

**Teacher Support System** – All new mentors have been trained through newly developed online course. In October, their webinar series began. This will be a 5-webinar series and mentors are able to choose the series that best fits their needs.

Marijke Leibel, TSS Assistant Coordinator, has worked to develop the first-year teacher course to meet the new and different needs of beginning teachers in North Dakota. The course has been reviewed to be more responsive to current needs of new teachers.

TSS is exploring developing specific mentoring tracks for school counselors and special education teachers, to address the challenges in those specific areas and to better meet teacher's needs.

**TSS Budget** – Patti Stedman made motion to accept the Teacher Support System budget for 2020-2021 as presented. Motion seconded by Jessica Rush. Board members who voted yes were Ben Johnson, Kathy Lentz, Carly Retterath, Jessica Rush, Patti Stedman, Kraig Steinhoff, and Brenda Tufte. None opposed. Motion carried.

Superintendent Baesler asked the Board to consider how the budget should be approached for the upcoming session to ensure that TSS will continue to be funded, as it's such a valuable program. Will need to continue to work with school administrators,

as well as legislators.

**Disability Waiver Requests – Emily Schmid, Erin Storhoff, Jade Teske, and Ashlee Holcomb.**

Brenda Tufte disclosed that she knows Emily Schmid. She does feel she can be impartial in the vote.

Patti Stedman made motion to approve all 4 requests as meeting the requirements for the disability waiver. Motion seconded by Ben Johnson. Board members who voted in favor were Ben Johnson, Kathy Lentz, Carly Retterath, Jessica Rush, Patti Stedman, Kraig Steinhoff, and Brenda Tufte. None opposed. Motion carried.

**Administrative Rules –**

Restricted Licenses (67.1-02-05-04) – Information provided for Board discussion. Current restricted license areas are school psychologist, speech-language pathology, school counseling, special education, career and technical education, reserve officers training corps, Native American language instruction and theological studies instruction.

Should individuals with a restricted license be allowed to test into another content area? It is already occurring with special education. This would require a rule change.

Ben Johnson reminded the Board there is an art and science of teaching and we don't want to devalue teacher preparation, though he can see allowing some content areas. Kraig Steinhoff stated he has seen in his experiences that with CTE teachers that content knowledge has not been at issue, it's more of the pedagogy. Brenda Tufte reminded the Board there is currently a process to evaluate transcripts and pedagogy can be evaluated as part of this.

Five-Year Renewal (67-1-02-02-04) – Additional information provided for Board discussion. Currently, individuals do not need to complete any credits within their first Initial 2-year license period. Six credits are required within the 5-year license period. Since many districts offer professional development credits, Becky has proposed allowing individuals to use credits they've earned during their Initial 2-year licensure period toward their 5-year license credit requirement. This would only apply to those who earn credit during their Initial 2-year license period.

**Director's Report** – The office has been fielding a number of calls about pre-service teachers substitute teaching during their student teaching experiences. Our Administrative Rules state that a student teacher can substitute for 2 days in their regularly assigned classroom. After attorney consultation, we have been advised to reiterate the law and not interpret it. Becky wants the Board to be aware of this.

Becky met with Senator Rust regarding the Teaching Permit and he does not have any additional plans of changing the law and leaving it as it currently stands.

ETS will be continuing at-home test proctoring.

**Licensure Report** – Numbers on number of licenses issued, subs, endorsements. Out-of-field endorsements have been a positive thing for this school year.

**Accreditation Report** – Becky reviewed the accreditation process for the Board and gave information about each university's next accreditation visit. Each is at a different step in the process.

**Certification Central** – Katherine Terras was not in attendance to present, so this will be moved to a future date.

**Executive Director Evaluation** – Rubric for evaluation was developed in 2016 and a lot can change in 5 years. Carly Retterath recommended that at the 2021 retreat, the rubric be re-evaluated to see if it needs to be updated. This evaluation is a check-in and the more extensive evaluation will be completed in March 2021. For the spring evaluation, ESPB staff has answered a survey in the past for the evaluation. Going forward, Ben Johnson asked if interviews could be conducted with staff for feedback. Carly will revisit this in January.

### **Board Member Reports**

**NDACTE** – NDACTE continues to focus on teacher prep that allows first-year teachers to have strong communication with families.

**Association of Non-Public Schools** – Not present.

**Association of School Administrators** – Kraig Steinhoff reported that decisions and communication continue to change. Governor Burgum has now allowed activities to start again after November 30.

Online and hybrid learning may end up being a big topic during the next session. Much has been learned since going both online and hybrid format with courses and it works well for some students and not others.

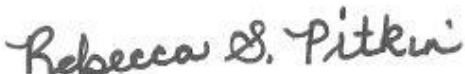
**School Boards Association** – Nothing to report.

**NDUnited** – Nothing to report.

**DPI** – Not present.

The meeting was adjourned at 10:22am.

  
Chair

  
Secretary/Executive Director