

## **MINUTES**

**Thursday, October 12, 2017**

Fort Totten Room, State Capitol, Bismarck

The Education Standards and Practices Board (ESPB) meeting was called to order at 9:03am. Board members present were Karen Christensen, Ben Johnson, Kim Belgarde, Bob Toso, Brenda Tufte, Andrea Fox, Mike McNeff, Dinah Goldenberg, and Carly Retterath. Board member Jessica Rush was absent.

Also present were Amy Folkestad and Becky Pitkin from ESPB. Patty Barrette, Audrey Haskell, and Dana Hillius from NDUnited, Andi Dulski-Bucholz from Mayville State University, Pam Krueger from Dickinson State University, Aimee Copas and Russ Ziegler from NDCEL, Patty VerDouw from School Boards Association, Kathy Pruner from ETS, Penny Veit Hetletved from Department of Corrections, Ron Jonas from University of Mary, and Troy Hutchings from ETS. Edward Erickson from the Attorney General's Office and Sherlock Hirning from Divide County Schools joined after lunch.

Introductions were held.

**Additions to the Agenda** – Dinah Goldenberg made a motion to add cases for Christy Martinez, Sherlock Hirning, and Christian Boechler, the Executive Director evaluation, and discussion on a behavioral health certification/endorsement. Kim Belgarde seconded the motion. All Board members voted in favor, none opposed. Motion carried.

**Policy** – The policy committee would like PAAC school board member to be from ESPB board. Item will be tabled for the time being and the committee will continue discussions regarding number of PAAC members.

**State Purchasing Card (P-Card)** – Previous to Becky starting as Executive Director, the Board made a motion to investigate p-cards. Dinah Goldenberg made a motion to use the \$100 in points that remain on the credit card account, close the Capital Credit Union credit card account, then obtain a p-card. Motion seconded by Mike McNeff. Board member who voted yes were Kim Belgarde, Karen Christensen, Andrea Fox, Dinah Goldenberg, Ben Johnson, Mike McNeff, Carly Retterath, Bob Toso, and Brenda Tufte. Motion carried.

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

Bob Toso moved to approve the September 2017 minutes. Motion seconded by Kim Belgarde. All voted in favor, none opposed. Motion carried.

The September 2017 financial report showed \$77,702.43 in total income received, \$107,106.39 in total expenses, with a net income of minus \$29,457.96. The September 2017 licensure report showed 986 total licenses issued.

Dinah Goldenberg made a motion to accept the September 2017 license and financial reports. Seconded by Brenda Tufte. All Board members voted in favor, none opposed.

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Motion carried.

### **Board Education**

Dr. Troy Hutchings presented on the Model Code of Ethics for Educators, including background and rationale. The Model Code of Ethics for Educators includes the following principles:

- Principle I: Responsibility to the Profession
- Principle II: Responsibility for Professional Competence
- Principle III: Responsibility to Students
- Principle IV: Responsibility to School Community
- Principle V: Responsible and Ethical Use of Technology

**Executive Director Evaluation** – The first part of Becky's evaluation is due in November. Board President Carly Retterath will be sending an email to Board members so they may complete the Executive Director's formative evaluation. Carly will compile results and present at the November 9<sup>th</sup> meeting.

**Director's Report** – Becky has met with office staff to provide formative feedback. She has also been nominated and elected serve as the Central Region Director for NASDTEC and will lead quarterly teleconferences and be a part of the NASDTEC Executive Board. October 17 to 20<sup>th</sup>, Becky will attend the Professional Practices Institute.

**CAEP Presentation** – Becky gave an overview of CAEP and the accreditation process.

Carly Retterath left the meeting at 1:15pm and Board Vice President Karen Christensen presided over remainder of the meeting. Brenda Tufte left the meeting at 1:48pm.

### **CASES**

**Sehn, Michelle** – Ms. Sehn's file was reviewed by the Board due to a Request for Inquiry filed by Fort Yates Public School due to breach of contract. Board case due to RFI for breach of contract. Mike McNeff made a motion to dismiss the case. Seconded by Dinah Goldenberg. Board members who voted yes were Kim Belgarde, Karen Christensen, Andrea Fox, Dinah Goldenberg, Ben Johnson, Mike McNeff, Bob Toso, and Brenda Tufte. Motion carried.

**Doster, Elizabeth** – Ms. Doster's file was reviewed by the Board due to a Request for Inquiry filed by West Fargo Schools. Bob Toso made a motion to permanently revoke Ms.

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Doster's license. Brenda Tufte seconded the motion. Ben Johnson made a motion to amend the motion to revoke Ms. Doster's license for 5 years, with the option for her to apply for renewal after 2 years if she completes chemical dependency evaluation and counseling. Dinah Goldenberg seconded the amendment. Bob Toso later moved to table the case. Seconded by Kim Belgarde. Board members who voted yes were Kim Belgarde, Karen Christensen, Andrea Fox, Dinah Goldenberg, Ben Johnson, Mike McNeff, Bob Toso, and Brenda Tufte. Motion carried.

Mike McNeff then made a motion to inform Ms. Doster that her case has been tabled and this will put a hold on her renewal application until further information is gathered. Seconded by Dinah Goldenberg. Board members who voted yes were Kim Belgarde, Karen Christensen, Andrea Fox, Dinah Goldenberg, Ben Johnson, Mike McNeff, and Bob Toso. Motion carried.

**Burman, Shaylene** – Ms. Burman's file was reviewed by the Board because she was teaching without a valid license. Bob Toso made a motion to fine Ms. Burman \$100. Seconded by Mike McNeff. Board members who voted in favor were Kim Belgarde, Karen Christensen, Andrea Fox, Dinah Goldenberg, Ben Johnson, Mike McNeff, and Bob Toso. Motion carried.

**Boechler, Christian** – Mr. Boechler's file was reviewed by the Board because he was teaching without a valid license. Kim Belgarde made a motion to fine Mr. Boechler \$100. Motion seconded by Bob Toso. Board members who voted in favor were Kim Belgarde, Karen Christensen, Andrea Fox, Dinah Goldenberg, Ben Johnson, Mike McNeff, and Bob Toso. Motion carried.

**Martinez, Christy** – Ms. Martinez's file was reviewed by the Board due to a Request for Inquiry filed by Mandaree School due to breach of contract. Dinah Goldenberg made a motion to table the case until after Ms. Martinez's liquidated damages are due/paid. Motion seconded by Mike McNeff. Board members who voted in favor were Kim Belgarde, Karen Christensen, Andrea Fox, Dinah Goldenberg, Ben Johnson, Mike McNeff, and Bob Toso. Motion carried.

### **ADMINISTRATIVE CASES**

**Longie, Ann** – Ms. Longie's file was reviewed by the Administrative Board due to a Request for Inquiry filed by a former staff member at Mandaree School. Information provided indicates that a complaint has also been filed with the Department of Labor. Karen Christensen made a motion to table the case until the Department of Labor investigation has been completed. Seconded by Bob Toso. Administrative Board members

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who voted yes were Karen Christensen, Dinah Goldenberg, Ben Johnson, Mike McNeff, and Bob Toso. Motion carried.

**Hirning, Sherlock** – Mr. Hirning's file was reviewed by the Administrative Board for placing a teacher in the classroom who did not hold a valid license. Ben Johnson made a motion to dismiss the case and to send Mr. Hirning a letter of concern reminding him that teachers need to hold a valid North Dakota teaching license before they can begin teaching. Motion seconded by Bob Toso. Administrative Board members who voted yes were Karen Christensen, Dinah Goldenberg, Ben Johnson, Mike McNeff, and Bob Toso. Motion carried.

**TSS Report and Assistant Coordinator Position** – Teacher Support System Coordinator Erin Jacobson presented on the proposed vacancy announcement for next Spring for a full-time TSS Coordinating Assistant. Dinah Goldenberg made a motion to support TSS moving forward with a full-time position. Seconded by Bob Toso. Board members who voted yes were Kim Belgarde, Karen Christensen, Andrea Fox, Dinah Goldenberg, Ben Johnson, Mike McNeff, and Bob Toso. Motion carried.

**Behavioral Health** – Mike McNeff presented on behavioral health and the idea of a behavioral health endorsement/restricted license. The Board will need to determine criteria if this is something that will be developed.

### **Board member reports**

#### **NDACTE –**

- North Dakota's institutions of Teacher Preparation are continuing to work together to finalize development of evaluation tools to assess student teachers and assess their impact in the field. The collaboration among our state's institutions of higher education has gotten national attention through CAEP.
- Education departments will be seeking participation of their area teachers, principals, and superintendents to serve on their advisory boards and provide impact on teacher preparation assessments, curriculum, and field experience as part of CAEP continuous improvement standards and to better prepare teaching candidates.
- Dr. Stacey Duffield will represent NDACTE on the Governor's Taskforce on Educational Innovation.

NDACTE & AACTE continue to focus on ways to strengthen the educator pipeline and upholding accountability in placing prepared individuals in the classroom as teachers so that they can be successful and to assure that students have effective teachers.

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**School Administrators** – Nothing to report.

**School Boards Association** – State convention in 2 weeks.

**NDUnited** – Board meeting is tomorrow night, October 13, 2017.

**DPI** – ESSA is working on reporting for effective teachers.

The meeting was adjourned at 3:07pm.

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Chair

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Secretary/Executive Director