

**MINUTES – Board Meeting
Thursday, October 14, 2021
Peace Garden Room and Teams**

The Education Standards and Practices Board (ESPB) meeting was called to order at 8:01am by Chair Carly Retterath. Board members present were Sonya Hansana, Patti Steadman, Kathy Lentz, Cory Steiner, Brenda Tufte, Siri Coleman, Carly Retterath, and Andrea Fox by video conference. Ben Johnson joined at 9:03am.

Board members Joshua Standing Elk and Superintendent Kirsten Baesler were absent.

Also present were ESPB Executive Director Rebecca Pitkin, Assistant Director Mari Riehl, and Amy Bigelow from ESPB, Tracy Becker as tech support, Allyson Hicks and Carl Karpinski from Attorney General's Office, and additional online guests. Erin Jacobson and Marijke Leibel from Teacher Support joined at 9:10am.

Introductions were held, as we have new board members joining us today.

Additions/Changes to the Agenda – Items to be added to the agenda include Board member reports and discussion on Executive Director evaluation. All voted in favor of accepting the agenda as amended. None opposed. Motion carried.

Motion to Ratify September Licensure List – Kathy Lentz made motion to ratify the September 2021 licensure list. Seconded by Patti Stedman. All voted in favor, none opposed. Motion carried.

Board Education – This will be attorney Allyson Hicks's last meeting as general counsel for ESPB. Carl Karpinski will be serving as general counsel.

- Breach of Contract – NDCC 15.1-13-25. One of reasons for disciplinary action is breach of contract. Historically, one of the things the Board has done is a settlement agreement with a requirement to pay liquidated damages. Another thing the board has done is suspend the license for the remainder of the school year. The Board does not mandate a license with the specification that liquidated damages must be paid. Allyson reminded the Board that ESPB is not the enforcer of district contracts. The Board's job is to disincentivize people from jumping school districts during a school year.
- Marijuana – Occasionally marijuana charges are seen, usually involving possession or paraphernalia. Marijuana has been significantly decriminalized and now treated somewhat the same, or even less severe, as alcohol offenses. ESPB does currently have policy on alcohol offenses. Allyson recommended the Board to discuss adding this to policy, and that marijuana be treated similarly to MIP/MIC or DUI policy.

CASES

Anderson, Megan – Ms. Anderson's file was reviewed by the Board for teaching without a valid license. Brenda Tufte made a motion to fine Ms. Anderson \$100 and file a Request for Inquiry on her administrator. Motion seconded by Cory Steiner. Board members who voted yes were Siri Coleman, Andrea Fox, Sonya Hansana, Kathy Lentz, Carly Retterath, Patti Stedman, Cory Steiner, and Brenda Tufte. None opposed. Motion carried.

Engelstad, Devi – Ms. Engelstad’s file was reviewed by the Board for teaching without a valid permit or license. Patti Stedman made a motion to fine Ms. Engelstad \$100 and file a Request for Inquiry on her administrator. Motion seconded by Siri Coleman. Board members who voted yes were Siri Coleman, Andrea Fox, Sonya Hansana, Kathy Lentz, Carly Retterath, Patti Stedman, Cory Steiner, and Brenda Tufte. None opposed. Motion carried.

Treleaven, Daniel – Mr. Treleaven’s file was reviewed by the Board after a Request for Inquiry was received from Selfridge Public School for breach of contract. A response to the Request for Inquiry was not received from Mr. Treleaven. His license expired 6/30/2021 and his contract for the 2021-2022 school year had not yet begun. Allyson Hicks recommended that the Board table the case, but flag his file and if he applies for renewal again action can be taken. Brenda Tufte motioned to table the case until he reapplies, and the Board can act at that time. Motion seconded by Patti Stedman. Board members who voted in favor were Siri Coleman, Andrea Fox, Sonya Hansana, Kathy Lentz, Carly Retterath, Patti Stedman, Cory Steiner, and Brenda Tufte. None opposed. Motion carried.

Evans, Ashley – Ms. Evans’ file was reviewed when it was discovered that her previous license in California was revoked and entered into the NASDTEC Clearinghouse. An open records request was sent to the California Commission on Teacher Credentialing and records were received. Patti Stedman made a motion to file a Request for Inquiry and ask for Ms. Evans’s response. Motion seconded by Siri Coleman. Board members who voted yes were Siri Coleman, Andrea Fox, Sonya Hansana, Kathy Lentz, Carly Retterath, Patti Stedman, Cory Steiner, and Brenda Tufte. None opposed. Motion carried. Carly Retterath noted that Ms. Evans’s license expiration date will be extended until after the date of the November meeting.

The next item on the agenda is the case for Christine Lawson. This must be discussed in executive session. Legal authority for closing this portion of the meeting is NDCC 12-60-24. The purpose of this executive session is criminal history record check review, which are confidential records. Cory Steiner made a motion to move into executive session. Motion seconded by Kathy Lentz. Board members who voted yes were Siri Coleman, Andrea Fox, Sonya Hansana, Kathy Lentz, Carly Retterath, Patti Stedman, Cory Steiner, and Brenda Tufte. None opposed. Motion carried.

Executive session began at 8:44am and was attended by Siri Coleman, Andrea Fox, Sonya Hansana, Kathy Lentz, Carly Retterath, Patti Stedman, Cory Steiner, Brenda Tufte, Allyson Hicks, Carl Karpinsky, Rebecca Pitkin, and Amy Bigelow. Executive session ended at 8:55am.

Lawson, Christine – Ms. Lawson has applied for an interim substitute license and has self-disclosed a background check offense. NDCC 12-1-33 outlines when an application

for a license may be denied, if it materially affects the applicant's ability to do what the license would allow them to do. Board members had much discussion about rehabilitation and that Ms. Lawson has provided information for character references. Kathy Lentz moved to request character references from Ms. Lawson, including one from the school district and one from Mr. Welte, and to table until those references are received. Motion seconded by Brenda Tufte. Board members who voted yes were Siri Coleman, Andrea Fox, Sonya Hansana, Kathy Lentz, Carly Retterath, Patti Stedman, Cory Steiner, and Brenda Tufte. Ben Johnson abstained from voting. None opposed. Motion carried.

September Minutes, License, and Financial Reports and Special Meeting Minutes

– The September 2021 financial report showed \$87,563.03 in total income received, \$69,143.68 in total expenses, with a net income of \$18,419.35. The September 2021 licensure report documented 1137 items issued. This number includes background checks, endorsements, late fees, and application fees.

Patti Stedman moved to accept the September minutes, license, and financial reports. Seconded by Cory Steiner. All voted in favor, none opposed. Motion carried.

Becky pointed out that we are tracking consistently on total number of licenses issued for September. The budget is currently at 39% of income and 23% of expenses.

Teacher Support System – TSS has reopened for all first-year teachers in North Dakota and any first-year teachers from 2020-2021 that were not able to enroll in the program last year. To date, 61 new mentoring pairs have enrolled in the program. Two more cohorts of new mentor training will be offered at the end of October and will be the 8th and 9th new mentor trainings offered since July.

With the additional funding that has been provided to TSS from the Governor's Office, some questions have come up. Becky has consulted our attorney regarding these questions, and it's been recommended that ESPB seek an opinion from the Attorney General's Office. Siri Coleman made a motion to seek an Attorney General's opinion on the questions raised. Motion seconded by Patti Stedman. Board members who voted yes were Siri Coleman, Andrea Fox, Sonya Hansana, Kathy Lentz, Carly Retterath, Patti Stedman, Cory Steiner, and Brenda Tufte. Ben Johnson voted no. Motion carried.

Disability Waivers – A disability waiver request was reviewed for Ellen Wittmaier. Kathy Lentz made a motion to approve the disability waiver. Motion seconded by Brenda Tufte. Board members who voted yes were Siri Coleman, Andrea Fox, Sonya Hansana, Ben Johnson, Kathy Lentz, Carly Retterath, Patti Stedman, Cory Steiner, and Brenda Tufte. None opposed. Motion carried.

Accreditation Update – Stacy Duffield from NDSU provided an overview of the accreditation process. North Dakota has adopted CAEP standards for state approval. Currently, All IHE's in ND are accredited using CAEP standards. Some universities go

through full CAEP review. Various universities are at different places in the process:

- Trinity Bible College: Accreditation visit completed October 2-4
- UTTC Spring 2022 Self-study is being reviewed by content expert-visit April 10-12, 2021
- UND Fall 2021 November 6-8, 2022
- VCSU Fall 2021 October 16-18, 2022
- NDUS Advanced Program CAEP review Spring 2022
- MSU Advanced Program CAEP review December 2, 2021
- NHSC: March 27-29, 2022

ED Evaluation – The format for the Executive Director evaluation has been uploaded to the Board website. This includes formative assessment that will be discussed in upcoming months and summative assessment that's completed in March.

Director's Report – New administrative rules went into effect October 1. The biggest change was the restriction added to interim substitute licenses issued based on less than a bachelor's degree. The restriction changed from "limited to 10 consecutive days in the same classroom" to a limit of 30 days.

Superintendent Baesler and DPI have given \$100,000 for the next two years for the National Board for Professional Teaching Standards certified teacher program. ESPB will be working to prioritize individuals and groups to reach out to. Funds will be used for assessment fees and NBPTS certified teacher stipends.

Becky continues to present the Model Code of Ethics for Educators to students in teacher preparation programs across the state. ESPB adopted the MCEE in December 2017.

Interstate Compact Update – At the end of September, Becky attended a meeting of the Interstate Compact Development Team. An outcome may be that license reciprocity may change across the states, and in North Dakota, legislation would become necessary.

Model Code of Ethics: Prevention and Correction – Becky showed the board the NASDTEC website, which hosts the Educator Identification Clearinghouse, as well as the Model Code of Ethics for Educators (MCEE), which ESPB has adopted.

Strategic Plan – A number of years ago, the legislature mandated that all education departments in the state align to a strategic plan. The group didn't meet over the past year during Covid, but the strategic plan needs to be updated by the end of November. Becky will work with a couple board member to update the ESPB portion of the strategic plan.

Board Member Reports

NDACTE – At our last meeting on October 8th, 2021, there was some discussion on

NCTQ and how much time and effort should go into reporting to this additional organization and there are varying responses among some universities, with many reporting that where there is overlap with CAEP/ESPB, they are providing data and reports. Universities are collaborating to address recent changes in teacher prep standards.

Association of Non-Public Schools – SANS organization meets more regularly during legislative session. Since that is not happening right now, those meetings are not happening as often. Siri has reached out to non-public school administrators to learn more about their specific needs and things that ESPB may be able to help with.

Association of School Administrators – Conference next week. Finding substitute teachers is an issue. As they address using funds, administrators are making sure the things that are implemented are things that can be sustained.

School Boards – State meeting in a couple weeks. Nothing new to report.

NDUnited – Not present.

DPI – Not present.

The meeting was adjourned at 11:11am.

Chair

Secretary/Executive Director