



**Certification and Higher Education Committee**  
Maine State Board of Education  
Minutes of the February 28, 2018 Meeting

The Certification and Higher Education Committee held a meeting on Wednesday, February 28, 2018, at the Department of Education in Augusta. The following were present: Committee Chair Jane Sexton; Jana Lapoint; Nichi Farnham and Wilson Hess (Board Members). Stephanie Fyfe, Certification Coordinator; (Department of Education); and Mary Becker, State Board Secretary Associate.

Chair Jane Sexton called the meeting to order at 9:30 AM.

MOVED by Nichi Farnham, seconded by Jana Lapoint and unanimously voted by those present to accept the January 31, 2018 minutes as written.

**Certification Office Update:** *(Stephanie Fyfe)*

- The new on-line system is currently being used by the Certification Office
  - Passed the security test and did work on usage test where they load the system until it breaks so they know how many people can click on the same button at the same time.
  - Administrative District Portal passed as well. When a support chairperson at a school clicks on to recommend someone it takes them through a few different screens that will ask the appropriate questions. This is the last piece of the portal. It was more complicated than they thought it would be because of the changes that will be in place as of July 1.
  - Educator Portal which is where all the teachers will log in to do initials and renewals. Stephanie anticipates that the District Portal will be released a little bit later and closer to the Administrative Portal.

**Higher Education Update:** *(Stephanie Fyfe for Angel Loreda)*

- The Higher Education position has been filled by Jason Libby. He will start working at the Department full time on April 1. Jason will be working a couple of days a week prior to April 1.
- The Educator Effectiveness position has been filled by Emily Gribben. She started working at the Department on February 5. Emily attended the February 14 Board meeting to update the Board on developing a work program for Educator Effectiveness.
- TEAME meetings have not been scheduled, though the next meeting will be at Thomas College in Waterville.

## **Rule Chapter Updates:**

### ***Chapter 13, Qualifying Examinations for Teachers, Educational Specialists and Administrators: (Stephanie Fyfe)***

- The State Board will continue to maintain Chapter 13 regulation for the cut scores for the PRAXIS exams. Chapter 13 is a routine technical rule and can go through the APA process whenever it is ready (annually). There will be a 30-day comment period and there is no need for a public hearing. The Certification Committee will need a developed timeline, schedule, scores and comment period.
- The annual review has not been done since June 23, 2015. Malik will be submitting statistical data surrounding test scores from different states. The data can be used along with commentary from Superintendents. Timing would be asap and it can move through quickly.
- 47 of 50 states are using PRAXIS. Massachusetts has its own.
- How many other states change scores, etc. Questions for Malik McKinley, ETS.
- The Committee had much discussion on the PRAXIS exams.

MOTION by Wilson Hess, seconded by Nichi Farnham, and unanimously voted by those present that relative to the annual review that the Committee be informed at the earliest opportunity of the dates for the review and the Committee wishes to provide input and guidance in the first stages of the review and especially wishes to receive the information from ETS (Educational Testing Service) that the Committee has an outstanding request for, in a timely fashion to accomplish that.

### ***Chapter 114 – Purpose, Standards and Procedures for the Review and Approval of Preparation Programs for Education Personnel: (Angel Loredó – written report)***

- Schedule of upcoming reviews:
  - Maine College of Art – October 21-24, 2018
  - Husson University – December 2-5, 2018
- Questions following receipt of review team report received by the State Board should be made as follows:
  - Questions should be emailed to Angel Loredó and he will forward the question(s) to the unit coordinator. The questions will be answered at the State Board meeting.
  - The team chair's primary responsibilities are to convene and administer the team during a visit and to draft the report
  - Recommendation – Read Chapter 114 for the motion at Board meetings.
- There are Six Standards and each Committee member, following the January Committee meeting, took two or three previous review team reports and reviewed one of the standards. Today, the Committee held a discussion on their review.
  - Jana Lapoint – Standard Two: Assessment System and Unit Evaluation
  - Wilson Hess – Standard Five: Faculty Qualifications, Performance, and Development
  - Nichi Farnham – Standard Six: Unit Governances and Resources
  - Jane Sexton – Standard Three: Field Experiences and Clinical Practice

**Chapter 115 – Certification, Authorization and Approval of Education Personnel:**

- Chapter 115 is in the Legislative Process and they will be assigning an LD number soon. Public Hearings and Work Sessions to be scheduled.

**Chapter 118 – Purposes, Standards, and Procedures for Educational Personnel Support Systems:**

- Chapter 118 no longer has statutory authority. The paperwork has been completed and the repeal will be filed. The language will be folded into Chapter 180.

**Committee Discussions:**

- The Committee had a discussion on dual certification.
- Discussion on two handouts:
  - Planning Instrument and Rating Form for Teacher Education Program Review Visits – Maine Department of Education
  - Checklist for Meeting Maine’s Educator Preparation Program Standards One through Six – 5/27/15

**Strategic Planning:**

- I. Strategic Plan Goal 2.1 – Discuss the “observation” role of State Board Members
  - a) Preparation for board observers:
    - a. Angel Loredó presented (PowerPoint) to the full Board “The Role of the State Board Observer at Educator Preparation Program Reviews” on July 6, 2016.
      - i. SBE new members since presentation
        - Amy Arata – 4/24/17
        - Wendy Ault – 10/30/17
    - b. Certification and Higher Education Committee Members assure that a trained observer attend each review
    - c. Observer be a member of the committee and if not a member, observer be present when the committee reviews the report – three or four reviews per year
    - d. Training to include review of handbook and standards in Chapter 114, and review of self-study
    - e. Workshop session at the August Board Retreat
- II. Strategic Plan Goal 2.2 – Progress report for on-line teacher certification/re-certification process
  - a) The Department held a soft rolling out of the new online certification system. The CTE Office is currently processing applications, then once the system is working well, then it will open-up to the two pilot schools – Bangor and Gorham. It took a little longer due to security issues that needed to be resolved.
- III. Strategic Plan Goal 2.3 – Review of Chapter 13
  - a) Sarah Forster indicated that the State Board maintain Chapter 13 regulation for the cut scores for the PRAXIS exams.

- IV. Strategic Plan Goal 2.3 – PRAXIS – when do we want to have information on and who will gather information for Board presentation?
- a) Need further discussion on PRAXIS
  - b) Malik McKinley, ETS, and Robert Hasson presented to the SBE on PRAXIS at the October 12, 2016 meeting held at Maine Academy of Natural Sciences (MeANS) in Hinckley.
    - i. SBE new members since presentation
      - o Amy Arata – 4/24/17 and Wendy Ault – 10/30/17

**Meeting Handouts:**

- 1) Draft Minutes – January 31, 2018 Meeting
- 2) Educator Preparation Program Evaluation Rubric
- 3) Power of the Question – NASBE Vol., No 2, August 2017
- 4) Planning Instrument and Rating Form for Teacher Education Program Review Visits – Maine Department of Education
- 5) Checklist for Meeting Maine’s Educator Preparation Program Standards One through Six – 5/27/15

**Committee to do List:**

- 1) Mary Becker will email Malik McKinley, ETS, again, for data looking at all people in Maine who have taken the PRAXIS test and data from each campus – how many people need to re-take the test.
- 2) Each Committee member will take the standard that they reviewed previously and compare it to the law and to the handbook (using 3 handouts). Each Committee member will bring a standard report to the March 28 meeting:
  - a. Jana Lapoint – Standard Two: Assessment System and Unit Evaluation
  - b. Wilson Hess – Standard Five: Faculty Qualifications, Performance, and Development
  - c. Nichi Farnham – Standard Six: Unit Governances and Resources
  - d. Jane Sexton – Standard Three: Field Experiences and Clinical Practice

**Future Meeting Topics:**

- 1) Angel will report on the progress of Dr. Artesani, UMO, with a new draft of matrix/rubric at the March Committee meeting.
- 2) Dual Certification Update
- 3) Schedule from Angel for CAEP Farmington Report
- 4) Sandbox presentation from Angel on the new online certification system.
- 5) How the online certification pilots worked at Gorham and Bangor schools.
- 6) Timeframe for certification online system going out to all without any glitches.
- 7) Higher Education Review Process

The next Certification Committee meeting is scheduled for Wednesday, March 28, 2018 at 9:30 AM. The meeting will be held in room 538 of the Burton Cross State Office Building.

**Adjournment:**

The Certification Committee meeting adjourned at 11:16 AM.