



**Certification and Higher Education Committee**  
Maine State Board of Education  
Minutes of the January 27, 2021 Meeting

The Certification and Higher Education Committee held a virtual meeting on Wednesday, January 27, 2021, via Zoom. The following were present: Committee Chair, Wendy Ault; Fern Desjardins; Jana Lapoint; and Wilson Hess (Board Members). Deputy Commissioner Chuhta; Angel Loreda, Director of Higher Education and Educator Support Services; Jason Libby, Higher Education Specialist; Stephanie Fyfe, Certification Coordinator; (Department of Education) and Mary Becker, State Board Secretary Specialist.

Mary Becker informed the Committee that Casey Maddock is very busy at School and regrets that she is unable to join the meeting.

Guests: Jill Adams, Executive Director, MADSEC

Chair, Wendy Ault called the meeting to order at 10:31 AM.

**Introductions:** Chair Ault welcomed all members and guests to the meeting and reviewed the agenda.

The focus of the January 27, 2021 meeting was stated:

- Certification update from Stephanie Fyfe, Certification Coordinator
- Higher Education update from Jason Libby, Higher Education Specialist
- Review draft revisions to Chapter 115, Part II, *Requirements for Specific Certificates and Endorsements*, with Deputy Commissioner Chuhta.
- Proposed Legislation to amend the teacher certification statutes is still in the Revisor's Office. Wendy has had discussions with Committee members and Wilson Hess, Chair of the State Board. The decision has been made to not focus on the proposed legislation but to wait until the Committee receives the LD language.
- At the end of the January 27<sup>th</sup> meeting, the Committee will look at dates for additional special meetings to continue review of Chapter 115. Wendy thanked Jana Lapoint and Fern Desjardins for all the time and energy they have dedicated to the review of Chapter 115 which is a State Board of Education Rule.

### **Approval of Minutes:**

MOTION by Fern Desjardins, seconded by Jana Lapoint, and unanimously voted by those present to accept the October 29, 2020 minutes as presented.

MOTION by Fern Desjardins, seconded by Wendy Ault, and unanimously voted by those present to accept the November 18, 2020 minutes as presented.

MOTION by Fern Desjardins, seconded by Jana Lapoint, and unanimously voted by those present to accept the November 19, 2020 minutes as presented.

MOTION by Fern Desjardins, seconded by Jana Lapoint, and unanimously voted by those present to accept the December 16, 2020 minutes as presented.

MOTION by Fern Desjardins, seconded by Jana Lapoint, and unanimously voted by those present to accept the January 20, 2021 minutes as presented.

### **Public Comment:**

No Public Comment

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

#### MEIS Info – Online System:

##### *Status Update:*

- Applications – One to two-week turn around for complete applications/renewals largely instantaneous
- Phones – An average of 50 to 80 calls a day – wait time between 0 and 20 minutes
- Priorities of certification office staff is phones, emails and processing

##### *Quarter 2 Processing Update:*

Stephanie shared processing data from October 1 to December 31, 2020 (second quarter) and data from October 1 to December 31, 2019.

##### *Considerations:*

- The decrease in CHRC (Criminal History Record Check) applications year over year (YOY) could be due to last year's push to get all referees/umpires approved
- 90% increase in teacher applications YOY
- Decrease in renewals likely due to different priorities than past years

##### *Other Data Points:*

- 90 individuals issued Reciprocity Professional Certificates for a total of 149 endorsements
- 171 individuals issued Emergency Certificates for a total of 195 endorsements
- 62 Waiver of Certificates issued

**Higher Education Update:** *(Jason Libby)*

Annual Report Template Form – Letter and template forms have been sent to all EPPs. The report is due on April 7, 2021.

*Review Team schedules*

- Delayed Program Reviews:
  - University of Maine at Machias
  - The College of the Atlantic (COA)
  - Bates College
  - The University of New England (UNE)
  - The University of Maine at Presque Isle (UMPI)
- The University of Southern Maine (USM) will be conducted virtually with CAEP.
- Fern Desjardins was the Board Observer for The University of Maine CAEP review. Fern briefed the Committee on the virtual review that occurred in December. She reported that the review was very thorough and went well. Based on that experience, she recommends that we continue to conduct future reviews virtually. Fern sees no reason to postpone reviews going forward. Jana Lapoint agreed based on her recent experience with University of New England (UNE) review.

Motion by Fern Desjardins, seconded by Jana Lapoint, and unanimously voted by those present to move forward with scheduling virtual program reviews as soon as possible starting with the reviews that were delayed in 2020.

**CAEP Contract Update:** *(Angel Loreda)*

Angel Loreda updated the Committee on the revisions to a Partnership Agreement between The Maine State Board of Education and The Council for the Accreditation of Educator Preparation (CAEP).

**Rule Chapter 115 Review:**

The Committee reviewed draft revisions to Part II, *Requirements for Specific Certificates and Endorsements*, with Deputy Commissioner Chuhta.

Following much discussion:

- The Committee reviewed through page 18 and will resume with page 19 at the next meeting.
- It was decided that the Committee will need additional meetings to continue Part II revisions and a meeting to approve the final draft of the Chapter 115 document.

**Meeting Handouts:**

- 1) Agenda
- 2) Chapter 115, Part II
- 3) Certification News from Stephanie Fyfe

The next regular Certification Committee meeting is scheduled for Wednesday, February 24, 2021 at 10:30 AM. The meeting will be held virtually via Zoom. Special Committee meetings to continue the review of Chapter 115 are scheduled for Wednesday, February 3 from 10:30 AM to 12:30 PM and Monday, February 8 from 11:00 AM to 1:00 PM.

**Adjournment:**

The January 27, 2021 Certification and Higher Education Committee meeting adjourned at 12:33 PM.