



Certification and Higher Education Committee
Maine State Board of Education
Minutes of the July 18, 2018 Meeting

The Certification and Higher Education Committee held a meeting on Wednesday, July 18, 2018, at the Department of Education in Augusta. The following were present: Committee Chair Jane Sexton; Wendy Ault; Wilson Hess; and Jana Lapoint; (Board Members). Jaci Holmes, Federal and State Legislative Liaison (Department of Education); and Mary Becker, State Board Secretary Associate.

Jason Libby, Higher Education Specialist, called into the meeting.

Chair Jane Sexton called the meeting to order at 9:40 AM.

Wendy Ault arrived at 10:09 AM

MOVED by Jana Lapoint, seconded by Wendy Ault, and unanimously voted by those present to accept the June 20, 2018 minutes as written.

Certification Office Update: *(Stephanie Fyfe – written report)*

MEIS Data from Stephanie Fyfe as of July 17, 2018

- Overview:
 - Renewal portion of the new system went live on June 13, 2018 Since then:
 - 66% of working educators who need to renew have applied
 - Roughly 9,000 applications have been submitted
 - Roughly 5,200 educators have received an auto-issued endorsement
 - Roughly 2,500 applications are in queue to be worked on
 - Office was averaging 500 calls a day and 400 emails a day, but is now starting to slow down
 - Office has processed 2,759 applications
 - Graph of applications submitted, completed and in queue
 - Graph of percentage of recommended applications in
 - Graph of applications submitted and endorsements auto issued by week

Higher Education Update: *(Jason Libby – written report)*

Jason Libby, Higher Education Specialist, called into the meeting to review his written report submitted to Committee members.

August State Board Retreat Presentation/Training

- 60-minute presentation to the Board
 - Overview of Chapter 114
 - Why the reviews are done
 - The Process
 - Different reviews – CAEP vs. non-CAEP
 - CAEP ~ Council for the Accreditation of Educator Preparation Standards
 - PowerPoint presentation pared down from 2015 presentation to the Board
 - Role of the SBE Observer
 - Time for Questions and Answers
 - Confirm 60 minutes is sufficient

Chapter 114 Annual Review Template

- Committee previously received an annual review template
- Data gathered would be for the 2015/2016 year
- Limitation with the April 7 deadline as outlined in Chapter 114 – confines the EPPs to report on the previous academic year, not the year in the midst of completing

Chapter 114 Handbooks

- Handbooks were reviewed and edited by Angel Loredó
- Items not necessary or not reflective of Chapter 114 were removed
- Jane Sexton suggested that the old handbook be used until the Committee has an opportunity to review the revised handbook
- General generic questions forthcoming

Chapter 114 Review Instrument/Worksheet

- 40-page assessment worksheet based on Chapter 114 – Maine Educator Preparation Program Standards
- Committee should note comments for items
- Most indicate a change in outside standards
- Committee will review and have a follow-up discussion

University of Maine Farmington (UMF) Review

- Report submitted to Committee members – both CAEP and State reports
- Committee will review the reports in August – UMF will attend the full SBE meeting in September
- Jason was not a member of the review team but would be happy to answer questions

Other Reviews

- Syracuse University Team Report of Findings was received by the full Board on July 11.
- Boston University Team Report of Findings was received by the full Board on July 11.
- Purdue Global's Team Report of Findings is in its final stages and will be submitted to the Committee as early as the end of July.
- TEAMe meeting – next meeting and where – Jason will check with Angel

Rule Chapter Updates:

Chapter 13, Qualifying Examinations for Teachers, Educational Specialists and Administrators: (Jaci Holmes)

- Public Hearing on Monday, July 16
 - Board attendees were Wendy Ault, John Bird, and Wilson Hess
 - Comments (4) Bowdoin, USM, College of the Atlantic – all higher education
 - Comment period ends on July 30
 - Signature at August SBE meeting
 - Routine Technical rule – Major Substantive rule goes before the Legislature
- Proposed timeline for annual rule changes:
 - Early to Mid-March - Get scores from ETS
 - Late march – Review scores with the State Board Certification Committee
 - April Board meeting – Propose regulation to State board
 - Following the Board meeting – File with the Secretary of State of Maine
 - May – Hearing and Comment Period
 - June – Finally adopt the Rule after State Board votes

Chapter 114 – Purpose, Standards and Procedures for the Review and Approval of Preparation Programs for Education Personnel: (Angel Loreda)

- Schedule of upcoming reviews:
 - Maine College of Art – October 21-24, 2018
 - Husson University – December 2-5, 2018
 - Eastern Maine Community College – Initial review of their programs.
 - Prior to Thanksgiving
 - Self-Study
 - Develop a Team
 - Three Associates

Chapter 115 – Certification, Authorization and Approval of Education Personnel: (Jaci Holmes)

Chapter 115, Part II

The Department of Education (DOE) is holding off on any changes until a deep, comprehensive review can be conducted prior to the next legislative session. Stephanie Fyfe, Certification Coordinator will lead the review.

Chapter 115, Part I

- Proposed Amendments to LD 1852 - Quick Review Handout of Corrections from Jaci Holmes
- Copy of resolve (LD 1852): Resolve, Regarding Legislative Review of Portions of Chapter 115: The Credentialing of Educational Personnel, a Late-filed Major Substantive Rule of the Department of Education – went into effect on July 14th

Chapter 125: – Basic Approval Standards – Public Schools and School Administrative Units (Jaci Holmes)

- Chapter 125 – the Department of Education has started reviewing – clarifying the rule (ESSA – Every Student Succeeds Act).

Strategic Planning:

- I. Strategic Plan Goal 2.1 – Discuss the “observation” role of State Board Members
 - a) Preparation for board observers:
 - a. Angel Loredo 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
 - Fern Desjardins – 4/30/18
 - 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, Wendy Ault – 10/30/17 and Fern Desjardins – 4/30/18

Review and Discussion of Reports by Committee:

Boston University Report of Findings – Following Committee discussion of the report:

- Wilson as Board Observer for the review believes the report is clear
- Page #9 – Online programs – what does most mean?
- Library – which time zone?
- Page 10 – Assessment under faculty – by deans and associate provost

Syracuse University Report of Findings – Following Committee discussion of the report:

- Jana as Board Observer for the review believes the report is clear
- Wilson well received and if you know the standard, report is good
- They use course rubrics
- Member from Syracuse - Edward Little faculty – compliment for meeting national standard and delineating in their report

University of Maine at Farmington (UMF)

Both the CAEP (Council for the Accreditation of Educator Preparation) report and the State Team report have been received by the Certification Committee.

- CAEP has their own standards and they are different than State standards.
- CAEP standards exceed the State standards.
- Do CAEP standards respond to State standards?
- One of the glaring problems is that the CAEP standards say “are you approved by the state”? Purpose of review is to prove you are approved by the State.
- Committee will review both reports in August – UMF will attend the full SBE meeting in September.

Old Business:

- A. Annual Report from each college – put on next Committee agenda to discuss and bring before full Board
- B. Committee worked on the Certification and Higher Education portion of the Board’s Strategic Plan to prepare for a report out at the Annual Board Retreat
 - a. Goal 2.1 Higher Education
 - i. Possibly have two Board Observers at each review as it relates to Teacher Certification (observer does not vote – exceeding qualification of statute)
 - ii. Debrief for exit interview – Observer should be a part of
 - iii. Use current handbook for reviews

MOTION by Wilson Hess, seconded by Jana Lapoint, and unanimously voted by those present to notify the Department of Education that the Committee recommends using the current handbook for 2018/19 reviews.

- b. Goal 2.2 Certification
 - i. Summarize what has been presented to Committee
- c. Goal 2.3 Chapter 13
 - i. Looked at Praxis scores and decided not to change
 - ii. Policy on Praxis II – SBE took a position to allow for changes every year
 - iii. Praxis I – test – look at and read in each category

Meeting Handouts:

- 1) Draft Minutes – June 20, 2018 Meeting
- 2) Higher Education Written Update from Jason Libby
- 3) Chapter 114 Instrument/Worksheet
- 4) Handbook for Review Team Members (Chapter 114)
- 5) Handbook for State Program Approval (Chapter 114)
- 6) Certification Office Written Update from Stephanie Fyfe
- 7) University of Maine Farmington Report
- 8) Quick View – Proposed Amendments to LD 1852 – Rule Chapter 115, Part I
- 9) LD 1852/Became Law without Governor’s signature, Chapter 54 “Resolve, Regarding Legislative Review of Portions of Chapter 115: The Credentialing of Educational Personnel, a Late-filed Major Substantive Rule of the Department of Education

Committee to Do List:

- 1) Annual Report from Each College – Bring to full SBE
- 2) Review University of Maine Farmington Team Reports – CAEP and State
- 3) Continue discussion on Team Review Process
- 4) Review Instrument Worksheet

The next Certification Committee meeting is scheduled for Wednesday, August 22, 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 11:59 AM.