



Certification and Higher Education Committee

Maine State Board of Education
Minutes of the May 29, 2019 Meeting

The Certification and Higher Education Committee held a meeting on Wednesday, May 29, 2019, at the Department of Education in Augusta. The following were present: Committee Chair, Jane Sexton; Jana Lapoint; and Wendy Ault (Board Members). Jason Libby, Higher Education Specialist; Emily Gribben, Educator Effectiveness Coordinator; Angel Loreda, Director of Higher Education and Educator Support Services; Stephanie Fyfe, Certification Coordinator (Department of Education Staff) and Mary Becker, State Board Secretary Associate.

Guest: Cynthia Alexander, Assistant Superintendent, RSU #5

Committee Chair, Jane Sexton called the meeting to order at 9:42 AM.

MOVED by Jana Lapoint, seconded by Jane Sexton, and unanimously voted by those present to accept the May 1, 2019 minutes as written.

Note: Wilson Hess called into the meeting at 10:10 AM.

Certification Office Update: *(Stephanie Fyfe)*

- Two FBI Audits are up-coming and it will be an extensive investigation.
 - Superintendent Boot Camp at UMO will be put off for this year as it is the same date as the FBI visit.
 - FBI sent Self-study for Stephanie to complete and she has done so.
 - Last visit from FBI was in the spring of 2014.
 - Courtney is working on 17, files (in her spare time) that need to be gone through. She is the only one with authority to do this.
- Significant priority has been put on customer service, wait time on phones and return time on applications. Wait time for phones is not more than 20 minutes for the past three weeks.
 - A contractor has been hired to work until the end of June. He works six hours a day just on phones. The Certification Office has the contractor for six hours and a staff member for seven and a half hours each day on phones.
- Stephanie and Angel met with Commissioner Makin and Deputy Commissioner Chuhta regarding team morale. Getting very aggressive callers with non-issues. Commissioner Makin will do the voice greeting recording for wait time on the phones in the Certification Office.
- Renewal Swat Team
 - No Bandwidth - canceled

- Renewal Season
 - 42% of all renewals are complete.
 - Encouraging schools to make final push to have employees submit prior to school ending.
- Fingerprinting
 - Fingerprinting project between the DOE, OIT, and SBI is complete.
 - At the push of a button, certification can now push SSN through VPN tunnel, hit recent fingerprint results at SBI and pull back background information to move applications forward.
- Rule Change Challenge
 - “Current” rule applies at complete application
 - Conditional Certificate Example
 - Expectations of Certification staff
 - System Changes

Note: Wilson Hess discontinued his call-in at approximately 10:40 AM.

Rule Chapter Updates:

Chapter 115 – Certification, Authorization and Approval of Education Personnel: (Stephanie Fyfe)

- Received many questions from Senator Millett and Representative Fecteau during a recent work session. Jaci Holmes spent a couple hours answering questions.
- On Friday, May 3rd, Jaci responded to additional questions that the Committee had.
- What Happened at the Work Session – some examples:
 - Any educator on a Provisional K-8 certificate that does not renew prior to rule change will be issued a Professional K-6, not a K-8. Those currently working in 7th and 8th grades will have employment issues.
 - Any educator on Conditional K-8 who is not bumped to Professional prior to rule change will be issued Professional K-6, not K-8. Those currently working in 7th and 8th grade will have employment issues.
 - Any recent graduate from Ed Prep Programs must apply prior to rule change or they will receive K-6 certificate, not the one they just graduated for.
 - Any educator holding a Professional K-8 certificate will continue to do so unless they let their certificate lapse. Upon renewal of a lapsed certificate they will be issued a K-6.
 - K-8 Educators will likely worry about employment. Certification is already managing these calls from educators and administrators.
 - Administrators may have further difficulty staffing Middle School.
 - Language review by the Education Committee is scheduled for May 29 at 1:00 PM.

Note: Stephanie Fyfe left the meeting at 10:50 AM.

Chapter 114 Annual Review Template

- Annual Reviews – Required under Chapter 114 and due on April 7 (annually)
 - All are in except for the following:
 - Colby
 - Machias
 - Unity

- Thomas
- Presque Isle
- Being the first year of receipt, the Committee should discuss the process and how well the questions were asked and answered.
- The Committee acknowledged the reports received to date.
- It was requested that the date received for each report be given to the Committee.
- Committee Chair Sexton will send a letter to the colleges that have not submitted a report.

Chapter 13, Qualifying Examinations for Teachers, Educational Specialists and Administrators: *(Emily Gribben)*

- For the past month, Emily has been focusing on the Praxis tests that are being discontinued and then the tests being replaced by ETS. Emily has been working closely with Malik McKinley. Emily shared a handout with Committee members and a discussion took place:
 - Test to be Discontinued - Five
 - Date of Last Administration
 - Replacement Test and Cut Score
 - New Test Available
- The priority to look at is the School Leaders Licensure (6011) – ETS will discontinue in August of 2019 and replace with School Leaders Licensure 6990.
 - July 31, 2019 – recommended date for change in Maine
- The Mathematics (5732), Reading (5712) and Writing (5722) – discontinue date for ETS is August of 2020 – replace with Mathematics (5733), Reading (5713), and Writing (5723)
 - June 30, 2020 – recommended date for change in Maine
- The School Superintendent Assessment (6021) - ETS to discontinue in August 2020 – replace with (6691)
 - June 30, 2020 – recommended date for change in Maine

Note: Emily Gribben left the meeting at 10:00 AM to participate in a scheduled conference call meeting.

MOTION by Jane Sexton, seconded by Wendy Ault, and unanimously voted by those present to accept the School Leaders Licensure Assessment test 6011 through July 31, 2019.

MOTION by Jane Sexton, seconded by Wendy Ault, and unanimously voted by those present to adopt the School Leaders Licensure Assessment test 6990 that replaces test 6011 on August 1, 2019.

MOTION by Jane Sexton, seconded by Wendy Ault, and unanimously voted by those present to adopt the cut score of 151 for the School Leaders Licensure Assessment test 6990.

Higher Education Update: *(Jason Libby)*

Team Reviews:

- Northern Vermont University
 - Held November 18, 2018
 - Pending Team Report
 - Chair was Dr. Melik Khoury from Unity College

- Challenge going on with concerns that may not have been reviewed. The Chair is trying to handle. Progress has been slow. Hoping to receive the review team report soon.
- Saint Joseph's College
 - Distributed to Committee the letter sent on May 24, 2019 from Jane Sexton to Dr. Kathleen Kiley Clements, Education Department at Saint Joseph's.
 - Saint Joseph's Report will go before the full Board on June 12, 2019.
- Husson University
 - Committee received the Team Report on May 14, 2019. Committee reviewed the report on May 29th and agreed that the full Board should receive the report at the June 12, 2019 meeting. Consideration of approval of the report will take place at the July 10, 2019 Board meeting.
- Purdue University Global
 - The State Board granted approval in November of 2018 for Purdue Global University to offer Degree of Bachelors of Nursing
 - Request for Associates Degree in Nursing – a degree level down and the same program and licensure
 - Jason is requesting that there be a change of authorization to include the associates degree or review the self-study already produced as it seem redundant to produce a review team, hold a review, etc. for the same review that was completed a year ago and approved six months ago.
 - Physical presence in Augusta or Lewiston
 - A self-study is available
 - The Committee has concerns with the request and has process questions to resolve. No decision was made at the meeting.
- Eastern Maine Community College
 - Pending Team Report
 - Associates Degree
 - Team Review was held on April 8 and 9
 - Board Observer was Fern Desjardins
- Beal College Review
 - Scheduled for June 13th
 - John Bird and Board Observer to be determined
- Tufts Program Review
 - scheduled for June 10th – Jane Sexton will be the Board Observer

MOTION by Wendy Ault, seconded by Jana Lapoint, and unanimously voted by those present to accept the Review Team Report from Husson University.

Jane Sexton shared a motion request from Board Chair, Wilson Hess, regarding asking the Higher Education Team to produce an inventory of review request from 2009 to 2019 to be completed by July 30, 2019.

Jason Libby advised the Committee that the Higher Education Team is already in the process of creating an inventory going back further than 2009.

The Committee has concerns with the request. There are process/precedent questions to resolve. Committee members were not comfortable in directing DOE staff to work on the project. Committee had concerns in bringing the motion forward to the full Board. A motion

was not made.

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
 - o Wendy Ault – 10/30/17
 - o 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 2018 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 in November of 2017.
- 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 Wendy Ault – 10/30/17 and
Fern Desjardins – 4/30/18

Meeting Handouts:

- 1) Draft Minutes – May 1, 2019 Meeting
- 2) Certification News
- 3) Praxis Tests to be Discontinued and Replaced
- 4) Letter to Saint Joseph’s
- 5) Husson University Team Report

Committee to Do List – Future Meeting:

- A. Handbook for Review Team Members – Maine Educator Preparation Program
- B. Review Wendy Ault’s Draft Changes to Handbook for Review Team Members – Maine Educator Preparation Programs

The next Certification Committee meeting is scheduled for Wednesday, June 26, 2019 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 12:24 PM.