

2012 ANNUAL REPORT

OF THE

MONTANA CERTIFICATION STANDARDS AND PRACTICES ADVISORY COUNCIL



TO THE

MONTANA BOARD OF PUBLIC EDUCATION

July 16, 2013

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Mission Statement

The mission of the Certification Standards and Practices Advisory Council is to study and to make recommendations to the Board of Public Education on certification issues concerning teachers, administrators and specialists; professional standards and ethical conduct; the status and efficacy of approved teacher education programs in Montana; and policies related to the denial, suspension and revocation of educator certification and the appeals process.

The Certification Standards and Practices Advisory Council will submit a report to the Board of Public Education with recommendations for the above areas at least once annually.



Professional Educators of Montana Code of Ethics

Professional educators recognize and accept their responsibility to create learning environments to help all students reach their full potential. They understand the trust and confidence placed in them by students, families, colleagues, and the community. To achieve their professional purpose, educators strive to maintain the highest ethical standards. The Professional Educators of Montana Code of Ethics sets out these fundamental principles which guide their behavior and will be used to judge their actions.

Principle I. Commitment to Students and Families. The ethical educator:

- A. Makes the well-being of students the foundation of all decisions and actions.
- B. Promotes a spirit of inquiry, creativity, and high expectations.
- C. Assures just and equitable treatment of every student.
- D. Protects students when their learning or well-being is threatened by the unsafe, incompetent, unethical or illegal practice of any person.
- E. Keeps information confidential that has been obtained in the course of professional service, unless disclosure serves a compelling purpose in the best interest of students, or is required by law.
- F. Respects the roles, responsibilities and rights, of students, parents and guardians.
- G. Maintains appropriate educator-student relationship boundaries in all respects, including speech, print, and digital communications.

Principle II. Commitment to the Profession. The ethical educator:

- A. Fulfills professional obligations with diligence-and integrity.
- B. Demonstrates continued professional growth, collaboration and accountability.
- C. Respects the roles, responsibilities, and rights of colleagues, support personnel, and supervisors.
- D. Contributes to the development of the profession's body of knowledge.
- E. Manages information, including data, with honesty.
- F. Teaches without distortion, bias, or prejudice.
- G. Represents professional qualifications accurately.

Principle III. Commitment to the Community. The ethical educator:

- A. Models the principles of citizenship in a democratic society.
- B. Understands and respects diversity.
- C. Protects the civil and human rights of students and colleagues.
- D. Assumes responsibility for personal actions.
- E. Demonstrates good stewardship of public resources.
- F. Exemplifies a positive, active role in school-community relations.
- G. Adheres to the terms of contracts, district policies and procedures, and relevant statutes and regulations.

Adopted by the Certification Standards and Practices Advisory Council January 27, 2012

Certification Standards and Practices Advisory Council

Members List

COUNCIL MEMBERS

Term Expires

6/01/14 Sharon Applegate Chair Teacher K-8 applegates@sd5.k12.mt.us	PO Box 854 Lakeside, MT 59922	W 751-3800 C 212-2098
6/01/13 Tammy Lacey Vice-Chair School Administrator tammy_lacey@gfps.k12.mt.us	1500 5 th St. NW #10 Great Falls, MT 59404	W 268-6011 H 268-1796 F 268-6094
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STAFF

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CSPAC Goals and Strategies – 2012

- 1) Study and make recommendations to the Board of Public Education on the status and efficacy of approved teacher educator programs in Montana.
 - a. Participate in NCATE/Montana accreditation reviews.
 - b. Professional Educator Preparation Program Standards update recommended to BPE by CSPAC on a 5-year review cycle.
 - c. Continue to work with OPI to encourage the implementation of mentor programs across Montana to facilitate the induction of beginning teachers into the profession of teaching.

- 2) Study and make recommendations to the Board of Public Education in the area of licensure renewal requirements and procedures.
 - a. Review of Chapter 57 (A comprehensive update of Chapter 57 is due to be completed in 2013).
 - b. As funding permits, attend the following conferences: Western States Certification, National Association of State Directors of Teacher Education and Certification, and National Commission on Teaching and America's Future.
 - c. Meet annually with the Board of Public Education and with the Council of Deans of Postsecondary Education.
 - d. CSPAC representation to serve on the planning committee for the Montana Educator Forum.

- 3) Study and make recommendations to the Board of Public Education on policies related to the denial, suspension, and revocation of teachers' licenses and the appeals process.
 - a. Attend NASDTEC Professional Practices Institute.
 - b. Work with OPI Licensure staff on updates of Administrative Rules.

- 4) Study and make recommendations to the Board of Public Education regarding establishing standards of professional practices and ethical conduct.
 - a. Work with OPI to develop a framework for professional development based on best practices.
 - b. As funding permits, attend NASDTEC Professional Practices Institute.
 - c. 5 year review of the Professional Educators of Montana Code of Ethics.
 - d. CSPAC will study the process utilized in Montana for reviewing cases of suspension, revocation and denial of educator licensure.

- 5) Study and make recommendations to the Board of Public Education on the status and efficacy of alternative and/or nontraditional teacher preparation opportunities.
 - a. Complete semi-annual reviews of Class 8 Dual Credit-Only Post Secondary Faculty License applications.
 - b. Attend Western States Certification Conference.
 - c. Gather information about diploma mills and find ways to inform teachers of this and other forms of fraud.
 - d. Continue the awareness that issues such as distance learning, dual enrollment, alternative certification models, etc. are multi-faceted and inter-related concepts that cannot be viewed in isolation from one another. Continued involvement in the implementation of Graduation Matters Montana and Montana Common Core standards.

Other CSPAC Activities:

CSPAC to monitor any teacher licensure issues that may emerge from the implementation of distance learning programs (Montana Digital Academy).

CSPAC to participate in the School Staffing Project to develop a new state data system to track school staffing patterns in Montana.

Solicit input from the Board of Public Education regarding research priorities for CSPAC for 2012-2013.



HIGHLIGHTS OF 2012-2013
CERTIFICATION STANDARDS AND PRACTICES
ADVISORY COUNCIL MEETINGS

***Highlights of the July 11th, 2012 CSPAC Meeting
Helena, MT***

The Montana Certification Standards and Practices Advisory Council (CSPAC) met on Wednesday April 27th, 2012 in room 172 at the Montana State Capitol Building in Helena, Montana. The Certification Advisory Council, created by the 1987 Montana Legislature, is composed of seven members and meets quarterly. The CSPAC makes recommendations to the Board of Public Education concerning licensure issues, professional practices, and ethical conduct for educators in Montana.

Currently serving on the Council are: Chair, Ms. Sharon Applegate, Teacher, Kalispell; Ms. Patty Muir, K-12 Specialist, Laurel; Dr. Cindy O’Dell, Department head, Education Department, Salish Kootenai College; Ms. Tammy Lacey, School Administrator, Great Falls; Ms. Janice Bishop, Teacher, Missoula, Mr. Kelly Elder, Teacher, Helena, and Mr. Don Reed, Trustee, Lockwood. Also present was BPE Executive Director Mr. Pete Donovan and BPE Administrative Assistant Ms. Kris Stockton.

July 11th meeting attendees included: Dr. Linda Peterson, OPI; Ms. Elizabeth Keller, OPI; Mr. Steve York, OPI; Mr. Marco Ferro, MEA-MFT; Mr. Bob Vogel, MTSBA; Ms. Patty Myers, Chair, Board of Public Education.

Executive Committee

New Council members Mr. Don Reed, Trustee from the Lockwood School District, and Mr. Kelly Elder, teacher at CR Anderson Middle School in Helena were introduced. The Council reappointed Ms. Sharon Applegate as Chair of the Council, and appointed Ms. Tammy Lacey as Vice-Chair. Council committees were reviewed, the 2013 calendar was set, preparations for the joint meeting with the Board of Education were made, and the 2011-12 Goals were revised.

Board of Public Education Report/CSPAC Administrative Officer's Report

Mr. Donovan updated the council on the 2012 Fiscal Year End process at the Board office and discussed the upcoming 2013 Legislature. He noted that education looks to be in the forefront again this session.

State Consortium for Educator Effectiveness

Mr. Steve York from the Office of Public Instruction gave an update to the council on this project which has now been renamed Montana Teaching, Learning, and Leading Collaborative (TLLC).

Discussion of Class 8 Licenses

Ms. Elizabeth Keller and Dr. Linda Peterson from OPI were on hand to answer questions from the council regarding Class 8 Licenses. Members had some concerns that the colleges and universities understand the process correctly.

Review of Class 8 Licenses

The council reviewed 8 applications for Class 8 license. The council approved 7 licenses and denied 1 license.

Adoption of Revision of By-laws for Timeline Review for Code of Ethics

The council adopted the revision of the By-Laws to review the Code of Ethics every 5 years.

Future Agenda Items

The following items were suggested for future agenda items for the next meeting: Joint Meeting with the Council of Deans October 2012 on the campus of Salish Kootenai College, Presentation of Class 4 licenses for Career and Technical licenses, Update on the School Staffing project (January 2013 meeting) and an update on Senate Bill 329.

Highlights of the October 12th, 2012 CSPAC Meeting Helena, MT

The Montana Certification Standards and Practices Advisory Council (CSPAC) met on Friday October 12th, 2012 in a joint meeting with the Council of Deans on the campus of Salish Kootenai College. The Certification Advisory Council, created by the 1987 Montana Legislature, is composed of seven members and meets quarterly. The CSPAC makes recommendations to the Board of Public Education concerning licensure issues, professional practices, and ethical conduct for educators in Montana.

Currently serving on the Council are: Chair, Ms. Sharon Applegate, Teacher, Kalispell; Co-Chair, Ms. Tammy Lacey, School Administrator, Great Falls; Dr. Cindy O'Dell, Department head, Education Department, Salish Kootenai College; Ms. Janice Bishop, Teacher, Missoula, Mr. Kelly Elder, Teacher, Helena, and Mr. Don Reed, Trustee, Lockwood. Also present was BPE Executive Director Mr. Pete Donovan and BPE Administrative Assistant Ms. Kris Stockton. The K-12 Specialist position is currently vacant.

October 12th meeting attendees included: Dr. Linda Peterson, OPI; Mr. Marco Ferro, MEA-MFT; Ms. Sandra Bonham, Director, Indian Education for All, Great Falls Public Schools; Mr. Doug Ruhman, Salish Kootenai College; Ms. Amy Burland, Salish Kootenai College.

**Joint CSPAC/Council of Deans Meeting
October 12th, 2012**

CSPAC met with the Council of Deans of Postsecondary Education on the morning of October 12, 2012 for the annual CSPAC Joint CoD meeting. Ms. Sharon Applegate, Chair of CSPAC shared the Standards-Based Grading system in place at the Kalispell Middle School, Sandra Boham, Director, Indian Education Department at the Great Falls Public School System discussed with CSPAC and the CoD the possibility of Native American Studies becoming an Area of Specialized Permissive Competency. Dr. Linda Peterson from OPI presented a new set of policy and evaluation standards for teacher candidates established by the Council of Deans. Ms. Susan Harper-Whalen from the University of Montana discussed the AACTE Communication on Rankings, and Mr. Marco Ferro from MEA-MFT briefly discussed the upcoming election and political climate expected in the upcoming Legislative session.

**CSPAC Meeting
October 12, 2012**

Presentation by Salish Kootenai College School of Education Faculty

Members of the School of Education faculty from Salish Kootenai College discussed with the council the history of the Education program at Salish, how the program has evolved, and how their students perform. The Council heard from student Lona Burns on her experiences as a student, tribal member, and the “family” feeling the school has that makes her feel welcome and makes her strive to be a better student.

Executive Committee Report

Ms. Applegate reviewed the 2013 calendar, made some revisions to the Goals which are in the process of being updated. Mr. Donovan discussed the creation of the new Professional Practices Committee and the process for approval of a new committee, and the replacement of Ms. Patty Muir for the Specialist position on CSPAC. The By-Laws will be revised to reflect the new committee and reviewed at the January 2013 meeting.

Board of Public Education Report/Executive Director’s Report

Mr. Donovan updated the Council on the upcoming office move for the Board/CSPAC staff, hiring of the new part time administrative assistant Ms. Genii Skoog, and upcoming events he will be attending.

Chapter 55 Standards of Accreditation Update

Dr. Peterson reviewed the recent adoption of the Chapter 55 Accreditation Standards by the Board of Public Education in September 2012. Dr. Peterson passed out at FAQ of the changes to the standards.

Future Agenda Items

The following items were suggested for future agenda items for the next meeting: Draft of the Annual Report, Review of the Code of Ethics, and review of the Area of Specialized Permissive Competency for Native American Studies, By-Law revisions, Update on the School Staffing Project, Senate Bill 329, and the Class 4 licenses. The council requested a demonstration on how to access the Bill/Legislative information as well.

Highlights of the January 25, 2013 CSPAC Meeting Helena, MT

The Montana Certification Standards and Practices Advisory Council (CSPAC) met on Friday January 25, 2013 at the BPE conference room in Helena MT. The Certification Advisory Council, created by the 1987 Montana Legislature, is composed of seven members and meets quarterly. The CSPAC makes recommendations to the Board of Public Education concerning licensure issues, professional practices, and ethical conduct for educators in Montana.

Currently serving on the Council are: Chair, Ms. Sharon Applegate, Teacher, Kalispell; Co-Chair, Ms. Tammy Lacey, School Administrator, Great Falls; Dr. Cindy O'Dell, Department head, Education Department, Salish Kootenai College; Ms. Janice Bishop, Teacher, Missoula, Mr. Kelly Elder, Teacher, Helena, Ms. JoDell Beeler, K-12 Specialist, Billings, and Mr. Don Reed, Trustee, Lockwood. Also present was BPE Executive Director Mr. Pete Donovan and BPE Administrative Assistant Ms. Kris Stockton.

January 25th meeting attendees included: Dr. Linda Peterson, OPI; Ms. Ann Gilkey, OPI; Ms. Joan Anderson, School Staffing Project; Ms. Danielle Murphy, School Staffing Project; Ms. Elizabeth Keller, OPI.

CSPAC Meeting January 25, 2013

Executive Committee Report

Ms. Applegate thanked the Administrative staff for updates and everything they do for the Council. Ms. Applegate welcomed Ms. JoDell Beeler as the newest Council member and made introductions around the table.

Board of Public Education Report/Executive Director's Report

Mr. Donovan updated the Council on legislative bills the Board is following, the "Essential Truths of Education in Montana" booklet put together by the Education Associations, work the associations are doing in the 2013 Session. Mr. Donovan also noted the Board and CSPAC budget will go before the Joint Education Appropriations Subcommittee on January 31st with Executive Action on February 1st.

By-laws Revision- Professional Practices Committee

Mr. Donovan reviewed this item which came from the October 2012 meeting calling for the creation of a new Professional Practices Committee. By-law changes were reviewed, and a few technical changes were made on the layout of the by-laws.

Other Business:

5 class 8 license applications were reviewed, all of which were approved. Ms. Lacey, Mr. Elder, and Mr. Reed updated the Council with highlights from their recent attendance at the Western States Certification Conference in Seattle WA.

Future Agenda Items

The following items were suggested for future agenda items for the next meeting: Future of teaching certification, Final draft of By-laws for new committee, Committee assignments, Class 4 licenses, Area of Specialized Permissive Competency in Native American Studies.

Highlights of the April 19, 2013 CSPAC Meeting Helena, MT

The Montana Certification Standards and Practices Advisory Council (CSPAC) met on Friday April 19, 2013 at the BPE conference room in Helena MT. The Certification Advisory Council, created by the 1987 Montana Legislature, is composed of seven members and meets quarterly. The CSPAC makes recommendations to the Board of Public Education concerning licensure issues, professional practices, and ethical conduct for educators in Montana.

Currently serving on the Council are: Chair, Ms. Sharon Applegate, Teacher, Kalispell; Co-Chair, Ms. Tammy Lacey, School Administrator, Great Falls; Dr. Cindy O'Dell, Department head, Education Department, Salish Kootenai College; Ms. Janice Bishop, Teacher, Missoula, Mr. Kelly Elder, Teacher, Helena, Ms. JoDell Beeler, K-12 Specialist, Billings, and Mr. Don Reed, Trustee, Lockwood- absent. Also present was BPE Executive Director Mr. Pete Donovan and BPE Administrative Assistant Ms. Kris Stockton.

April 19th meeting attendees included: Ms. Elizabeth Keller, OPI; Dr. Linda Peterson, OPI; Ms. Ann Gilkey, OPI; Mr. TJ Eyer, OPI; Mr. Robert Miller, UM Western.

CSPAC Meeting April 19, 2013

Executive Committee Report

Mr. Donovan chaired the nominations for Election of Officers. Ms. Sharon Applegate was elected chair, Ms. Tammy Lacey was elected vice chair. CSPAC members evaluated Goals, noted changes that needed to be updated, and discussed adding ethics in technology to their current list of goals.

Board of Public Education Report/Executive Director's Report

Mr. Donovan reviewed the work of the office during the Legislative session and how well the partnership with all the Education partners has been working during this Legislative session. Mr. Donovan reviewed and discussed some of the bills introduced in the session regarding public education. Mr. Donovan reported that Ms. Lacey will be requesting renewal of her term on CSPAC to be confirmed at the May Board meeting.

Future Educator Licensure

This topic stemmed from the Western States Conference and emerging issues in other states. Items discussed were: Tiered Licensing, National Exam for Teachers, Alternative Routes to Teacher Licensure, and Professional Development. Dr. O'Dell discussed some items presented at a recent conference she attended and the future of Teacher Preparation Programs. Ms. Keller also discussed the new electronic licensing system which is up and running on the OPI website.

Class 4 License Update

Mr. Eyer reviewed for the council the Class 4 license structure, the different types of Class 4 licenses, qualifications, and how applicants are reviewed as well as hurdles in filling Class 4 licenses, issues with teacher shortages in small schools, the future of Class 4, and emerging new areas within the program.

AREA OF SPECIALIZED PERMISSIVE COMPETENCY – NATIVE AMERICAN STUDIES –

Mr. Donovan passed out a draft document outlining the necessary steps for the creation of an Area of Specialized Permissive Competency. Dr. Peterson reviewed all the steps and how the process will work in order to have a newly proposed area approved by CSPAC. CSPAC will consider adopting the ASPC review process at the July CSPAC meeting.

Other Business:

6 class 8 license applications were reviewed, all of which were approved. Ms. Lacey, Mr. Elder, and Mr. Reed updated the Council with highlights from their recent attendance at the Western States Certification Conference in Seattle WA.

Future Agenda Items

The following items were suggested for future agenda items for the next meeting: Area of Specialized Permissive Competency – Action item, Process for review of Committee Assignments