

CERTIFICATION STANDARDS & PRACTICES
ADVISORY COUNCIL MEETING MINUTES

TUESDAY, JANUARY 17, 2008

*Capital High School
100 Valley Drive
Helena, MT*

CALL TO ORDER

CSPAC Chair, Dr. Douglas Reisig, called the Certification Standards and Practices Advisory Council meeting to order on Thursday, January 17, 2008 at 8:45 A.M. CSPAC council members present were: Chair, Dr. Douglas Reisig, School Administrator, Missoula; Vice-Chair, Ms. Melodee Smith-Burreson, Teacher, Missoula; Ms. Tonia Bloom, Trustee, Corvallis; Ms. Kim Warrick, Reading Specialist, Bozeman; Ms. Judie Woodhouse, Teacher, Polson; and Dr. Mary Susan Fishbaugh, Dean of Education, MSU-Billings. Members absent were: Ms. Charla Bunker, Teacher, Great Falls. Staff members present were: Mr. Peter Donovan, Administrative Officer for CSPAC; Mr. Steve Meloy, Executive Secretary for the Board of Public Education; and Ms. Anneliese Warhank, CSPAC Administrative Assistant. The following people signed the meeting roster: Dr. Linda Vrooman-Peterson, Office of Public Instruction; Ms. Elizabeth Keller, OPI; Mr. Marco Ferro, Montana Education Association-Montana Federation of Teacher; Dr. Robert Carson, MSU Bozeman; Dr. Mike Miller, U of M Western; Mr. Larry Nielsen, MEA-MFT; Mr. Martin Hiljse, Montana School e-Learning Consortium; and Mr. Bud Williams, OPI.

Dr. Reisig informed the Council of the various changes made to the agenda. These changes were: Ms. Madalyn Quinlan of OPI would not be presenting Item 2, "Critical Quality Educator Shortages Report"; Ms. Bonnie Graham of MSU Billings would not be presenting Item 6, "Educator Dress Code Presentation"; Dr. Douglas Reisig would be making a presentation to the Council following Item 7; Mr. Martin Horejsi of MSeLC would be making a presentation to the Council following Dr. Reisig's report.

Motion: Ms. Kim Warrick moved to approve the agenda. This was seconded by Ms. Tonia Bloom. Motion was unanimously approved.

Motion: Ms. Tonia Bloom moved to approve the October 10-11, 2007 CSPAC meeting minutes. This was seconded Ms. Judie Woodhouse. Motion was unanimously approved.

Dr. Reisig began with the correspondence and mentioned the Board of Public Education Safety Meeting being conducted by the Board of Public Education's CSPAC liaison Ms. Angela McLean on February 13, 2008 in Helena. Mr. Donovan and Ms. Warhank recreated the letterhead for CSPAC, as the Board has its own letterhead in which all official letters are printed. A letter from the Montana Education Forum Planning Board

as well as an article from the Montana School Board Association regarding the Chapter 57 workgroup were also included in the correspondence.

INFORMATION ITEMS

***Items are in the order they were discussed at the meeting.**

ITEM 1 EXECUTIVE COMMITTEE REPORT – Dr. Douglas Reisig and Ms. Melodee Smith-Burreson

Dr. Reisig questioned Mr. Donovan about one of the dates in the proposed CSPAC Annual Report to which Mr. Donovan confirmed was a misprint.

Motion: Ms. Judie Woodhouse moved to approve the changes to the Annual Report. Ms. Melodee Smith-Burreson seconded. Motion was unanimously approved.

Mr. Donovan handed out a letter the Superintendent of Schools presents to all newly and renewed licensed educators in Montana along with the Professional Educator of Montana's Code of Ethics. The Council decided to continue upholding the current Code of Ethics. The Council then spoke about the Board of Public Education/Council of Deans/CSPAC meeting scheduled for March 6, 2008 in Helena. Mr. Donovan explained a preliminary schedule for the meetings to which everyone found acceptable. Short term goals were discussed next. These 6 goals dealt with: the National Control on Teacher Quality report; possible research into Braille instructors, certifications, barriers, etc.; distance-learning; dual-enrollment; Chapter 57 review; and mentoring research and program-planning. Dr. Reisig suggested the Council hold back from working with NCTQ since events were occurring at the national level that could affect it. Ms. Woodhouse suggested the goals were looked over again in March after February's safety meeting to see if more needed to be discussed. All agreed to hold off.

ITEM 2 CRITICAL QUALITY EDUCATOR SHORTAGES REPORT – Ms. Madalyn Quinlan – OPI

Ms. Quinlan was unable to attend the meeting due to reasons out of her control.

ITEM 3 ADMINISTRATIVE OFFICER'S REPORT – Mr. Pete Donovan

Mr. Donovan spoke briefly about the meetings he had attended since October's CSPAC meeting. He noted NASDTEC was currently drafting a study on teacher mobility. Dr. Reisig requested a copy of the final report be available for CSPAC when it was released. Mr. Donovan also spoke of the Western States Certification Conference which took place January 9-11 in Palm Springs, CA. The conference was also attended by Dr. Reisig and Ms. Smith-Burreson. Dr. Reisig admitted the conference made him realize just how much work goes into trying to create standards for educators in different states that work for everyone.

Mr. Donovan then spoke about the Distance Learning Task Force Phase II meeting which took place on January 15, 2008. He thanked Mr. Williams from OPI and Dr. Kirk Miller from the Board for co-chairing the Task Force. Dr. Fishbaugh pointed out that MSU Billings had a certificate for online pedagogy and is currently working to develop an e-Learning center on the campus. She asked the Task Force to consider the program and proposed center when deciding what direction they would like to go with distance learning.

Mr. Donovan discussed the Professional Practice Institute which he and Ms. Angela McLean attended October 16-19, 2007 in Orlando, FL. He noted the article, "Navigating the Changing Landscape of Professional Practices" which was presented to the Board in November by Mr. Donovan, Ms. Keller, Ms. Magone (OPI), Ms. Graham, and Ms. McLean. Ms. Smith-Burreson asked Mr. Donovan if letters of reprimand were written by the school of the educator or directly from the state. Mr. Donovan said the state and explained the NASDTEC Clearing House collects actions against teacher licenses, but can find it difficult since states reprimand teachers for varying reasons, some more severe than others. Ms. Keller explained the Clearing House is helpful but doesn't help enough. Mr. Donovan spoke briefly about the release of this list in Florida and how much of the information was presented incorrectly in the media. Mr. Donovan said he will speak about this issue at the NASDTEC Executive Board meeting in February.

ITEM 4 BOARD OF PUBLIC EDUCATION REPORT – Mr. Steve Meloy

Mr. Meloy talked about the main issues discussed at the Distance Learning Task Force Phase II meeting and a proposed amendment had been made to the rule allowing teachers outside the state who hold a teaching license to instruct on-line courses within their qualifications. Resolving the issue with the college faculty still remains one of the main goals for the task force; along with the supplement vs. supplant issue. Fiscal responsibility was the final issue. Discussion ensued about how it would affect the quality of high schools if students are turning to higher education to meet graduation requirements. Who would pay for these courses was also a concern since local control allowed schools to decide for themselves. Ms. Warrick reminded the Council not to overlook the special needs and alternative learning students who, rather than taking these courses for college credit, could take them to stay on track. Mr. Meloy also gave an update on the BPE office relocation status. Mr. Meloy concluded with the Montana School for the Deaf and Blind and the efforts of the Board to establish some sort of certification process for qualified interpreters. He asked the Council if they would be interested in helping the Board with the process of developing a new proposal. This would consist of a small group under the auspices of CSPAC and would require additional meetings.

**ITEM 5 MONTANA COMMISSION ON TEACHING COMMITTEE
REPORT - Ms. Melodee Smith-Burreson and Ms. Judie Woodhouse**

Ms. Smith-Burreson and Ms. Woodhouse spoke about the mentoring surveys which were sent to school superintendents across the state. These two surveys (one for schools with a teacher mentoring program, and one for those without) verified what was already believed: schools with the program felt it had a positive impact on teacher retention, and those without the program could not support one due to limited funds and time. Ms. Smith-Burreson felt it might be a good idea to attempt to implement this program in rural areas such as the Hi-Line. Ms. Smith-Burreson and Mr. Ferro felt it might be a good topic to discuss at the MEA-MFT conference. Dr. Baker said he would like the Council of Deans to get more involved as well.

**ITEM 6 EDUCATOR DRESS CODE PRESENTATION –
Ms. Bonnie Graham - MSU Billings**

Ms. Graham was unable to attend the meeting due to reasons out of her control.

**ITEM 7 LICENSURE AND ENFORCEMENT COMMITTEE REPORT –
Ms. Kim Warrick and Ms. Charla Bunker**

Ms. Keller, who works with Ms. Warrick to head the Chapter 57 meetings, informed the Council the hardest part of these meetings is defining a professional educator preparation program that is needed to produce a qualified educator. Ms. Fishbaugh spoke about creating a practical way to determine if out-of-state teachers meet the requirements by attending institutions where they took different, but equivalent courses to the state required courses. She talked about the Alternative Routes Conference in New Orleans at the end of the month where she hopes to learn about various teaching preparatory programs used across the nation.

**ITEM 7A DR. REISIG'S PRESENTATION FOR THE MARCH JOINT
BPE/CSAPC MEETING – Dr. Douglas Reisig**

Dr. Reisig constructed a PowerPoint for the Council outlining what he would like to present to the Board of Public Education on March 6, 2008. He spoke of the six fundamental ideas CSPAC must address to maintain a high level of performance in Montana's schools. These included: 1. ensure effective district, school, and classroom leadership/governance, several leadership skills CSPAC believes in were listed including establish measurable goals/monitor progress and to provide relentless support for teachers; 2. hold high expectations for children and teachers, this can be upheld by implementing effective professional practice standards; 3. CSPAC wants Montana administrators and teachers to understand the need to target low-performing students...starts with reading and mathematics, reading proficiency at the first grade level is vital for students to stay on track throughout the rest of their school and math is utilized at various levels in nearly everyone's daily life; 4. Montana administrators, teachers, and schools must be able to align, manage, and monitor curriculum, places the students all on

the same level; 5. Montana administrators, teachers, and schools must create a culture of data and assessment literacy, various ways for teachers and districts to collect data and assess themselves were listed including state assessments should align with state standards and local school district curriculum and align assessments with clear, instructional targets; 6. Montana administrators, teachers, and schools must build and sustain instructional capacity, various ways for how instruction should be given were listed including rigorously following a prescribed curriculum and maintaining frequent parent/student contact. Dr. Reisig hopes, with the help of the Council, to summarize this presentation with the strongest points before presenting it before the Board.

ITEM 7B MONTANA SCHOOLS e-LEARNING CONSORTIUM REPORT – Mr. Martin Horejsi – MSeLC

Mr. Horejsi came to the meeting on behalf of the Montana Schools e-Learning Consortium (MSeLC) to talk to the Council about all it has to offer education. MSeLC utilizes the BlackBoard online services which are used by professors and students at the University of Montana. The program offers an alternative route to learning for those interested in recovering credits, receiving advance and college credit, courses not offered at their school, adults looking to finish their education, and those requiring a different environment for learning. Mr. Horejsi pointed out by using the BlackBoard online program technical support was always available. This program allows teachers to teach courses they could not instruct and students to learn through courses they could not take at their local school. Mr. Horejsi hopes the program can expand, enabling more subjects to be offered.

ITEM 8 WESTERN STATES CERTIFICATION CONFERENCE REPORT – Dr. Douglas Reisig and Mr. Pete Donovan

Dr. Reisig felt the conference was already discussed in detail under the Administrative Officer's report.

ITEM 9 PROFESSIONAL PREPARATION AND CONTINUING EDUCATION REPORT – Dr. Mary Susan Fishbaugh and Ms. Tonia Bloom

Both Dr. Fishbaugh and Ms. Bloom will be attending the Higher Education Consortium taking place January 31 - February 1, 2008 at Chico Hot Springs. Ms. Fishbaugh spoke briefly about an Education Summit being sponsored by MSU Billings one week prior to the September 19, 2008 MEA-MFT Education Forum.

ITEM 10 PARAPROFESSIONAL CERTIFICATE PRESENTATION – Ms. Elizabeth Keller – OPI

Ms. Keller was unable to prepare anything for her presentation due to her work with Distance Learning and NASDTEC database issues.

ITEM 11 OPI UPDATE – Dr. Linda Vrooman-Peterson - OPI

Dr. Vrooman-Peterson informed the Council that Mr. Horejsi had been working with the Committee for Library and Media Information Literacy Standards at the K-12 Level as well as the Committee for Technology Standards, working to infuse the work, concept, and skills together. Some of the results of these two groups' efforts should be available for CSPAC's next meeting. OPI is still looking for an early childhood specialist for full-time kindergarten and in the meantime has contracted with a couple of Helena full-time Kindergarten teachers to help create a model curriculum. The next step will be to seek nominations to sit on the committee for the model curriculum. Finally, she spoke about Council Member Ms. Warrick and her hiring with OPI as the Middle School At-Risk Specialist. Ms. Warrick will stay on the Council and Chapter 57 till her term ends June 2008. Mr. Meloy explained the unwritten rule which states a Council member who is planning on leaving for another position can continue to stay on the Council until a new member is appointed. OPI is still looking for a specialist in the areas of math, science, communication arts, and early childhood. Dr. Vrooman-Peterson concluded by talking about the different cultures of K-12 and post-secondary environments and the requirement for entrance into higher education. She handed out the two policies the Board of Regents had drafted for math and writing to help standardize K-12 with higher education. She suggested the Council speak more about the topic at the joint meeting with the Board.

ITEM 12 PLAN FOR FUTURE CONFERENCES

Mr. Donovan briefly spoke about the NASDTEC Annual Conference June 1-4, 2008 in Rhode Island and noted although he is aware that this is not the best time for educators to go on a trip, he felt the group should know. He finished by saying he should have more information about the conference after the NASDTEC Executive Meeting January 31-February 2, 2008.

ITEM 13 FUTURE AGENDA ITEMS

Items to be discussed at the March meeting were briefly discussed. These topics included: evaluate progress of goals, review of by-laws – executive committee, and the joint meeting with Board of Public Education.

ITEM 14 PUBLIC COMMENT

Ms. Smith-Burreson brought copies of a 1930-31 teaching contract her 98 year old grandmother signed in her youth as well as a copy of an exam she took in 1929 for the Council's amusement.

Dr. Douglas Reisig adjourned the meeting at 2:53 P.M.

The Certification Standards and Practices Advisory Council will make reasonable accommodations for known disabilities that may interfere with an individual's ability to participate. Persons requiring such accommodations should make their request to Board of Public Education as soon as possible before the meeting to allow adequate time for special arrangements. You may write or call: CSPAC, PO Box 200601, 46 North Last Chance Gulch, Helena, MT 59620-0601, (406) 444-6576.

APPROVED