

**CERTIFICATION STANDARDS & PRACTICES**  
**ADVISORY COUNCIL MEETING AND JOINT BOARD OF PUBLIC**  
**EDUCATION JOINT COUNCIL OF DEANS OF EDUCATION MEETING**  
**MINUTES**

**WEDNESDAY AND THURSDAY, MARCH 5-6, 2008**

*Carroll College Siena Room  
1601 N Benton Ave  
Helena, MT*

**CALL TO ORDER**

CSPAC Chair, Dr. Douglas Reisig, called the Certification Standards and Practices Advisory Council meeting to order on Wednesday, March 5, 2008 at 8:45 A.M. CSPAC council members present were: Chair, Dr. Douglas Reisig, School Administrator, Missoula; Ms. Tonia Bloom, Trustee, Corvallis (arrived at 10:51 a.m.); Ms. Kim Warrick, OPI Specialist, Helena; Ms. Judie Woodhouse, Teacher, Polson; and Dr. Mary Susan Fishbaugh, Dean of Education, Montana State University-Billings. Members absent were: Ms. Charla Bunker, Teacher, Great Falls; Ms. Melodee Smith-Burreson, Teacher, Missoula. Staff members present were: Mr. Peter Donovan, Administrative Officer for CSPAC; and Ms. Anneliese Warhank, CSPAC Administrative Assistant. The following people signed the meeting roster: Ms. Elizabeth Keller, Office of Public Instruction; Mr. Bud Williams, OPI; Ms. Bonnie Graham, MSU Billings; Mr. Fred Seidensticker, Northern Rockies Educational Services; and Mr. Steve Harris, Hellgate Elementary School.

Dr. Reisig informed the Council of the changes made to the agenda. These changes were: Ms. Bonnie Graham of MSU Billings would be presenting Item 8, "Educator Dress Code Presentation" following Item 5.

**Motion: Ms. Judie Woodhouse moved to approve the revised agenda. This was seconded by Ms. Kim Warrick. Motion was unanimously approved.**

Ms. Woodhouse noted the proper title of MEA-MFT and if it was stated correctly in the January Meeting minutes. The corrections were made.

**Motion: Ms. Judie Woodhouse moved to approve the revised January 17, 2008 CSPAC meeting minutes. This was seconded by Ms. Kim Warrick. Motion was unanimously approved.**

Mr. Donovan began the correspondence by speaking about the appointment of Bernard (Bernie) Olson to the Board of Public Education as stated by a letter from the Governor's Office. A welcome letter from the Board to Mr. Olson was 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**

The long term goals for the Council were kept unchanged. The short term goals were listed: Chapter 57, Distance Learning/Dual Enrollment, Chapter 58, mentoring, safety awareness, and the interpreter qualifications study. Mr. Donovan spoke briefly about Mr. Steve Gettel's (Superintendent of the Montana School for the Deaf and Blind) desire to establish standards for interpreters. The limited amount of resources to train interpreters is a major challenge in the state. Mr. Donovan said he will speak to Mr. Gettel to see who should be involved in the study. Although there is no specific time line for the research, Mr. Donovan hopes to have it completed before the next legislative session in January 2009. The Council decided to move forward with the study to establish procedures that would distinguish a qualified interpreter in the state.

The Council then moved to planning the March 6, meeting with the Board of Public Education and Council of Deans of Education. One of the items on the following day's agenda was to plan for any possible research projects. Dr. Fishbaugh suggested working on dual credit and Class 8 Licensing. Dr. Fishbaugh feels the Council should take an objective approach to looking at ways to make online learning more feasible in the state. Ms. Keller spoke to the Council about MACIE's request that the Council research Native American's involvement in special education programs on the instructing side as there are not many Native Americans in this line of occupation. Ms. Woodhouse asked if any work could be done concerning mentoring programs. Dr. Reisig reminded everyone he will also be presenting an abbreviated version of the presentation he gave at the January Council meeting.

The by-laws were discussed next. Ms. Keller said she would present a copy of the flow chart explaining revocations, suspensions, and denials of teacher licenses once the flow chart was published.

### **ITEM 2 ADMINISTRATIVE OFFICER'S REPORT – Mr. Pete Donovan**

Mr. Donovan spoke about the National Association of State Directors of Teacher Education and Certification Southern Region Conference, the Troops to Teacher Conference, and the various Class 8 meetings he had attended. He attended the first of multiple planning meeting for the September 26 Educator Forum to be held September 26, 2008 in Helena. Dr. Fishbaugh reminded everyone of the Education Summit taking place September 19, 2008 in Billings to look at teacher preparation programs. He finished with the February 13, 2008 Safety Awareness Meeting in Helena which helped the Board as well as OPI get a perspective on what other educational organizations are doing to address threshold behaviors among teachers, faculty, and students. It was determined more meetings would be required to target this issue.

**ITEM 3 MONTANA COMMISSION ON TEACHING COMMITTEE REPORT – Ms. Melodee Smith Burreson and Ms. Judie Woodhouse**

It was decided to combine this item with Dr. Reisig and Mr. Harris' Mentoring Presentation under item 6.

**ITEM 4 LICENSURE AND ENFORCEMENT COMMITTEE REPORT – Ms. Kim Warrick and Ms. Charla Bunker**

Ms. Warrick informed everyone the next Chapter 57 meeting would take place March 18, 2008 in Helena. Ms. Keller mentioned the Committee is not moving at a very fast pace, but since they are dealing with some large issues (Class 8 and Professional Practices) she does not mind taking time to discuss them fully.

**ITEM 5 PROFESSIONAL PREPARATION AND CONTINUING EDUCATION REPORT – Dr. Mary Susan Fishbaugh and Ms. Tonia Bloom**

Dr. Fishbaugh spoke about the Higher Education Consortium in which Ms. Bloom and herself attended January 31-February 1, 2008 in Chico Hot Springs. They discussed Class 8 licensure issues and internship programs with individuals from OPI and Higher Education. A number of modules designed by IRIS, a national center which provides resources to work with college and university faculty in developing programs targeting those who will work with children with disabilities, were looked at with hopes of implementing them into curriculums for students in education programs at universities across the state. Currently, some of the modules are being used in classes preparing students who are entering into special education programs. The state is being used as a pilot to determine the effectiveness of these programs.

**ITEM 9 EDUCATOR DRESS CODE PRESENTATION – Ms. Bonnie Graham – MSU Billings**

Ms. Graham came to the Council, as requested at the October 2007 meeting, to present a PowerPoint shown to all college students in the teacher preparatory program at MSU Billings. The PowerPoint covered proper professional dress expected of every pre-service teacher when entering into a public K-12 school for observation or student teaching. Appropriate dress is considered one of the biggest professional concerns for college students. Ms. Graham informed the Council that individuals have lost their student teaching assignments because of wardrobe malfunctions. This problem has motivated her to go into such detail as to what is expected of them. The PowerPoint is presented to college students at the Junior Field level and again before they begin their student teaching.

**ITEM 6           HELLGATE ELEMENTARY MENTORING PROGRAM  
PRESENTATION – Mr. Steve Harris – Hellgate Elementary School**

Mr. Harris, along with Dr. Reisig, spoke to the Council about the mentoring program they have implemented at Hellgate Elementary in Missoula. The program has been in place for almost two years and is a result of a 5-year plan which began in 2002. A large amount of research went into the design of a program that would work specifically for the school. New teachers, transferring teachers, and teachers facing difficulty may all go through this program and be paired up with a mentor. They offer in and outside of classroom help as well as a pre-first-day-of-school training with their mentor. Mentees are also expected to observe their mentor in a classroom setting. Assistant Principal, Mr. Harris, heads the program, but he makes sure not to become too involved with any of the pairs. The idea of looking at the school as a family has made new and transferring teachers feel very welcomed in an environment that enables them to gain the skills and creativity that makes for a great educator. So far, the program has seen great success and both Mr. Harris and Dr. Reisig are very willing to pass on their knowledge and ideas onto other schools who are interested in similar programs. Dr. Reisig ended the presentation with a PowerPoint entitled “Reflection” which was well received by the Council. This presentation reiterates a quote once made by comedian George Carlin, through the quote the more artistic and humanist aspects of teacher mentoring were stressed.

**ITEM 7           AREA OF SPECIAL PERMISSIVE COMPETENCY IN  
TECHNOLOGY – TAKING TECHNOLOGY TO THE  
CLASSROOM – Mr. Fred Seidensticker**

Mr. Seidensticker came to the Council to speak about the possibility of providing licensed teachers who have obtained competency in technology through a university with licensing certificates. Phase I of the project has been completed, but in order to move forward with the next phase adequate funding is needed. Phase I saw the aligning of all Montana’s universities who in 2005 agreed to offer coursework compatible with the program. Mr. Seidensticker would like to see the formation of an advisory board in Phase II to head the project. He will present at the OPI Montana Technology Summit, April 29-30, 2008 in Billings, along with Mr. Michael Hall from OPI where he will extend invitations to people to join the board. He hopes all universities will be able to provide courses which meet PEPPS standards and would like to offer a few thousand dollars to each university to help establish these courses. Mr. Seidensticker plans on meeting with OPI and other state agencies along with various federal agencies and has gotten help from State Senator Max Baucus. They have also worked with the US Department of Education as well as the National Science Foundation. They hope to develop a pre-service teacher candidate assessment or TAGLIT (Taking A Good Look at Instructional Technology) to obtain the best candidates. They are also looking at the possibility of implementing this same program not just in Montana, but across the nation. This has gotten the interest of the Enhancing Education through Technology Program in Washington D.C. Some of the goals for the program are to find funding for two cohorts of fifteen teachers who will work towards an Area of Special Permissive Competency certification. Also, the courses which these teachers take should become sustainable by

2011 to allow other teachers to move through the program. The funding would pay for professors, tuition, materials, and transportation expenses.

#### **ITEM 8 OPI UPDATE – Ms. Elizabeth Keller - OPI**

Ms. Keller spoke before the Council in Dr. Linda Vrooman Peterson's place. She reminded everyone of the ongoing efforts with Class 8 and Professional Practices. She also informed the Council the U.S. DOE will be visiting the Great Falls School District in April to look at the distribution of highly qualified teachers and their equitable distribution across the state. The US DOE will also be contacting two other school districts via phone for data information. Mr. Bud Williams from OPI stepped in when asked who is running this on the state side. He explained that Ms. Jan Clinard from the Commissioner of Higher Education's Office is in charge of Highly Qualified Teachers for the state. Mr. Williams also spoke about Class 8 and said the sub-group would be meeting March 11, 2008 and the committee is moving towards licensure for college professors who teach dual credit courses to high school students. Ms. Keller ended by speaking about accreditation visits for both MSU Bozeman and UM Western in Dillion that will occur in October 2008.

#### **ITEM 10 PLAN FOR FUTURE CONFERENCES**

Mr. Donovan reminded everyone of the NASDTEC Conference June 1-4, 2008 in Providence, RI. He also informed everyone of the National Commission for Teaching and America's Future (NCTAF) Conference July 10-12, 2008 in Washington D.C. Dr. Fishbaugh mentioned she may be interested in attending.

#### **ITEM 11 FUTURE AGENDA ITEMS**

Mr. Donovan informed Dr. Fishbaugh she is eligible for a second term on the Council but will need to type a letter of interest to the Board of Public Education to renew. He also informed the Council Ms. Bunker's second term and Ms. Warrick's first term will be up in June 2008. The election of new officers to the Council and committee appointments will take place at the July 24, 2008 meeting in Helena. The annual joint Council of Deans meeting was briefly discussed and was decided to be talked about at a later date.

#### **ITEM 12 PUBLIC COMMENT**

Ms. Keller spoke about the Alternative Pathways to Teaching Conference she attended in New Orleans in February. She mentioned at the conference that they discussed mentoring and was happy to see the Council taking such an interest in it. A short discussion ensued concerning ways teachers and administrators can evaluate each other. Ms. Keller suggested the Council look at a special permissive competency as specialization for administrator licenses.

Dr. Douglas Reisig adjourned the meeting at 2:30 P.M.

## **JOINT CSPAC/BPE MEETING**

**March 6, 2008**

*Carroll College Siena/Ross Room  
1601 N. Benton Ave  
Helena, MT 59625*

From 8:30 A.M. -10:30 A.M. the Board of Public Education met with the Certification Standards and Practices Advisory Council.

### **CALL TO ORDER**

Chairperson Ms. Patty Myers called the meeting to order at 8:45 a.m. on Thursday, March 6, 2008. The Pledge of Allegiance was led by Ms. Myers. Ms. Carol Will took roll call; a quorum was noted. Ms. Patty Myers welcomed the Board's newest member, Mr. Bernard (Bernie) Olson from Lakeside. Ms. Myers noted the Montana Advisory Council for Indian Education Report would be presented following the day's noon break, there would be no report from the Office of the Commissioner of Higher Education due to the Board of Regents Meeting, the Montana School For the Deaf and Blind Report would be presented last that day, followed immediately by Superintendent Mr. Steve Gettel's evaluation, the Governor's Report would be presented on Friday morning, Ms. Claudette Morton and Ms. Holly Raser would be speaking before the Board about their campaign for State Superintendent at 9:20 a.m. and 10 a.m. on March 7 respectively.

Those in attendance at the meeting included the following Board Members: Chairperson Ms. Patty Myers, Vice-Chairperson Ms. Angela McLean, Mr. Storrs Bishop (arrived at 10:20 a.m.), Mr. Bernie Olson, Mr. Cal Gilbert, Ms. Sharon Carroll (departed at 10 a.m.), Dr. Kirk Miller, and Ms. Katie Wood. Staff present at the meeting included Mr. Steve Meloy, Executive Secretary of the Board of Public Education; Mr. Peter Donovan, Administrative Officer, Certification Standards and Practices Advisory Council; Ms. Anneliese Warhank, Administrative Assistant, Certification Standards and Practices Advisory Council; and Ms. Carol Will, Administrative Assistant, Board of Public Education. Ex-officio Board Member present was Ms. Linda McCulloch, State Superintendent. Certification Standards and Practices Advisory Council Members present at the meeting included Chairperson Dr. Douglas Reisig, Dr. Mary Susan Fishbaugh, Ms. Tonia Bloom, Ms. Kim Warrick, and Ms. Judie Woodhouse. Council of Deans of Education present included: Dr. Larry Baker, MSU Bozeman; Ms. Cindy O'Dell, Salish Kootenai College; Dr. Mary Susan Fishbaugh, MSU Billings; Dr. Lynette Zuroff, Carroll College; Dr. Barbra Vail, Rocky Mountain College; and Dr. Bobbie Evans, University of Montana. Visitors in attendance at the meeting included: Mr. Bud Williams, Deputy Superintendent, OPI; Dr. Linda Vrooman Peterson, Accreditation Division Administrator, OPI; Mr. Eric Feaver, MEA-MFT; Ms. Anna Green, Governor's Office; Ms. Elizabeth Keller, OPI; Dr. Jayne Downey, MSU Bozeman; Ms. Patricia Chlouber, Regional Representative, U.S. Department of Education.

**MOTION: Dr. Kirk Miller moved to adopt the agenda with the noted changes. Ms. Angela McLean seconded. Motion passed unanimously.**

**PUBLIC COMMENT**

**CONSENT AGENDA**

**MOTION: Ms. Sharon Carroll moved to adopt the consent agenda. Ms. Angela McLean seconded. Motion passed unanimously.**

**Items are presented in the order in which they appeared.**

**BPE/CSPAC Joint Meeting**

Ms. Myers turned the floor over to Dr. Reisig. He took the time to thank the Board Staff, OPI, MEA-MFT, and his CSPAC colleagues.

**ITEM 1 CSPAC ANNUAL REPORT - Dr. Douglas Reisig**

Dr. Reisig gave a brief overview of various topics the Council has discussed over the past year. He also presented the Board of Public Education with the 2007 Annual Report of the Montana Certification Standards and Practices Advisory Council. This report included six fundamental ideals needed to maintain high performing schools in Montana. These ideals are: 1) insist on effective district, school, and classroom leadership/governance 2) hold high expectations for administrators and teachers; 3) Montana administrators and teachers should target low-performing students...starting with reading and mathematics 4) Montana administrators, teachers, and schools should align, manage, and monitor curriculum 5) Montana administrators, teachers, and schools should create a culture of data and assessment literacy 6) Montana administrators, teachers, and schools should build and sustain institutional capacity. Dr. Reisig ended the presentation by showing the Reflections PowerPoint shown at the previous day's CSPAC meeting addressing the humanitarian aspect of teacher mentoring. Much like at the CSPAC meeting, the presentation was well received by the Board.

**ITEM 2 MARCH 5, 2008 MEETING SUMMARY - Dr. Douglas Reisig**

Dr. Reisig gave an overview of the previous day's meeting throughout the remaining items on the day's joint agenda.

**ITEM 3 CSPAC ACTIVITIES - Dr. Douglas Reisig**

Dr. Reisig stated the Council has spent some time now discussing the possibility of implementing teacher mentoring programs into schools across the state. Ms. McLean asked about any research being done with four day schools. Dr. Reisig said CSPAC

could look at the research and report back to the Board. Mr. Meloy said using research money to look at other states might not be as good of a use as facilitating it for an eventual implementation of Class 8 language. Along with Mr. Donovan, Mr. Meloy conducted a survey through National Association of State Boards of Educators to see what other states are doing in this area. Mr. Meloy feels other states will look at the work of the Board to see what is being done to credential, qualify and certify college faculty teaching in the K-12 environment since there are not many models out there at this time. Until it is implemented, the Board and Council can determine how to utilize the research fund.

#### **ITEM 4 PROGRESS ON CSPAC GOALS - Dr. Douglas Reisig**

Some of the long term goals for the Council are to review Chapter 57/58, distance learning/dual credit, mentoring research, school safety issues concerning threshold behaviors, and the MSDB interpreter qualifications.

#### **ITEM 5 DISCUSSION OF POSSIBLE RESEARCH PROJECTS**

Dr. Reisig informed the Board of the Council's plans to research the possibility of creating an Area of Special Permissive Competency for Mentoring; dual credit; and Class 8 licensure.

### **JOINT CSPAC/BPE/MONTANA COUNCIL OF DEANS OF EDUCATION MEETING**

**March 6, 2008**

*Carroll College Siena/Ross Room  
1601 N. Benton Ave  
Helena, MT 59625*

From 10:30 a.m. to 11:30 a.m. the Board of Public Education met with the Certification Standards and Practices Advisory Council and the Montana Council of Deans of Education.

#### **ITEM 1 THE NEED TO ESTABLISH A STATE-WIDE DATA SYSTEM FOR TEACHERS TO INFORM POLICY DECISIONS**

Dr. Larry Baker spoke before the Board and Council about the need to develop a long range plan to address current and future needs, and the supply of licensed professional to teach in our public schools. The data system is hoped to aid in tracking and predicting future needs by content and endorsement areas, this would enable the state to address teacher shortages. In phase one, the Montana Council of Deans of Education (MCDE) will create and maintain a longitudinal database for the specific purpose of tracking individual college students who are preparing to become teachers in all the institutions across the state. Ms. Cindy O'Dell mentioned this could help increase the number of Native Americans in teacher education programs. Dr. Mary Susan Fishbaugh stated they need to look at students post-graduation to see where they go. To do this higher

education and K-12 need to work together. Dr. Baker said the plan would be projected for the next five years during which time the University System as a whole should work alongside OPI. State Superintendent McCullough stated that OPI went before the Legislature to request money for a teacher staffing component and to help them track progress through the Achievement in Montana program. Dr. Baker stated even if there are no funds provided, MCDE still needs to work towards this goal. He was happy to hear both OPI and MEA-MFT are willing to help. This project should begin by the latter part of June 2008. Dr. Kirk Miller noted the Board had an individual speak who conducted research on college student and teacher information systems in 2005.

## **ITEM 2 REVIEW OF TEACHER INTERNSHIP PROGRAMS**

MCDE began talking about the internship programs following the Education Forum. The OPI Internship Program allows for an addition of teaching endorsements to a Montana educator license. Currently, there are 192 participants from various institutions of higher education across the state seeking endorsements in a wide range of areas. MDCE hopes to alter several aspects of the program:

- Strengthen criteria for entrance/exit from the internship program and assure consistency across institutions
- Increase consistency in program oversight across institutions—mentoring, supervising, and student teaching
- Charge the MCDE with discussion regarding duplication of internship program content areas—different institutions assume responsibility for different internship content areas
- Develop and maintain internship program data across institutions—admissions, completions, retention in applying schools
- Financial resources are necessary for proper implementation of the internship program—financial responsibility may be shared among constituencies but requires discussion

Dr. Vrooman Peterson explained the project had started as the Chapter 57 review in hopes of bringing more teachers from out of state to be licensed and endorsed in Montana. This was seen as one way to bring more educators to rural schools. The rule itself sits in Chapter 55. Dr. Baker concluded by reading a comment an internship student made showing the passion and the plea of the student for this program to expand and improve.

## **ITEM 3 ACCREDITATION OF UNIVERSITIES AND EDUCATOR PREPARATION PROGRAMS**

Dr. Bobbie Evans spoke about the rise of online universities and the difficulties OPI and brick and mortar schools face when defining what constitutes a quality education. According to last years document from OPI, many candidates who applied for a license in the state graduated from universities with state accreditation, not national accreditation; such as the National Council for Accreditation of Teacher Education. These state accredited programs are not always a guaranteed quality program the way nationally accredited ones are seen. Due to the rise of online universities and state

accredited programs there is a need to develop and implement a system to evaluate teacher education programs which are not nationally accredited. It is because of this Dr. Evans suggested the convergence of the conversations on key issues in Chapter 57 and 58. She also spoke about the difficulties newly graduated educators face when determining where they should go to teach—do they stay in state, as many would like, or do they leave and receive a higher income? To combat the alluring income other states have to offer, Montana universities are working hard to present the other elements these states hold; such as the higher costs of living. Ms. Elizabeth Keller stated the next steps would be to develop a stronger definition of accreditation for Montana’s ARM Rules, work with the OPI’s Educator Licensure unit and CSPAC to define an evaluation process, and determine which party has the burden of proof: the candidate or the teacher educator program. These steps will all be addressed by the Chapter 57 workgroup.

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 the 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