

CERTIFICATION STANDARDS & PRACTICES **ADVISORY COUNCIL MEETING MINUTES**

WEDNESDAY, MARCH 11, 2009

*Library Conference Room
Capital High School
100 Valley Drive
Helena, MT 59601*

CALL TO ORDER

CSPAC Chair, Dr. Douglas Reisig, called the Certification Standards and Practices Advisory Council meeting to order on Wednesday, March 11, 2009 at 8:39 A.M. CSPAC council members present were: Chair, Dr. Douglas Reisig, School Administrator, Missoula; Vice-Chair, Ms. Melodee Smith-Burreson, Teacher, Missoula; Ms. Patty Muir, K-12 Specialist, Laurel; Ms. Judie Woodhouse, Teacher, Polson; and Ms. Sharon Applegate, Teacher, Kalispell. 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. Tracy Grazley, U of M Western; Ms. Nikki Sandve, OPI; Ms. Elizabeth Keller, OPI; Ms. Mandy Smoker Broadus, OPI; Ms. Ann Gilkey, OPI.

Motion: Ms. Patty Muir moved to approve the agenda. This was seconded by Ms. Judie Woodhouse. Motion was unanimously approved.

Motion: Ms. Patty Muir moved to approve the January 15, 2009 CSPAC meeting minutes. This was seconded by Ms. Judie Woodhouse. Motion was unanimously approved.

Dr. Reisig asked Mr. Donovan to lead the Council through the correspondence. The first piece of correspondence was a response to an email concerning distance learning policy for K-12 students in Montana. The second was a press release noting the Board of Public Education member's, Ms. Sharon Carroll, as a selection to serve on the National Task Force to Issue Recommendations on Assessment Systems for the 21st Century Learner.

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 informed the Council that the Board of Public Education is now an Educator License Renewal Unit Provider. One hour of attendance to any CSPAC or BPE meeting equals one renewal unit. One can earn up to four renewal units at any daylong meeting. The Council then reviewed the 2008 Certification Standards and Practices Advisory Council Annual Report to be presented at the Joint CSPAC/BPE meeting. The Council all agreed on presenting the report as written. The Council continues their work on the goals they have set as the CSPAC Goals for 2008-2009. Specific goals discussed were: 1e. gather material and knowledge to help provide equal opportunities to students from all backgrounds; 2c. instructors of braille rules completed; 2a. interpreter standards rules

currently being written; 3c. can include Class 8 applications with other OPI Licensure issues; 4a. and 4b. both need to be at the forefront of CSPAC's efforts. Dr. Reisig then covered what would be discussed at the Joint CSPAC/BPE meeting on March 12th. The highlights for the most recent Interpreters' Standards Workgroup meeting were provided. Ms. Woodhouse asked about testing sites for the Educational Interpreting Certificate (EIPA). Dr. Reisig informed her that is one topic the group is working on. Finally, Dr. Reisig presented a PowerPoint to honor Ms. Burreson. Ms. Burreson's tenure on the Council has come to an end. She served two terms on the Council, from 2003 until 2009. Gifts, hugs, and tears were exchanged.

9:20 A.M. Ms. Tonia Bloom Arrived

ITEM 2 INDIAN EDUCATION REPORT – Ms. Mandy Smoker Broaddus, OPI

Ms. Smoker Broaddus came to the Council to speak about American Indian student achievement in Montana, and ways OPI is working to improve the achievements of American Indian. Ms. Smoker Broaddus works in the Indian Education Division at OPI, specifically with Indian Ed for All and Indian Student Achievement. OPI conducted a study to gather information on American Indian Education in Montana. The study looked at enrollment, Adequate Yearly Progress (AYP) information, Criterion-Referenced Test data, dropout rates, Reading First data, and completion rates. Some of the facts she provided were:

- 16,567 students, or 11.6%, of the total Montana K-12 public school population are American Indian.
- 10.2% of Montana's public high school population is made up of American Indians, still they accounted for 23.1% of dropouts in the last 5 years. However, dropout rates have reduced by nearly 3% over the past three years for American Indians.
- Reading and math scores have been lower throughout all grade levels of American Indians when compared to Caucasian students.
- The 2006-2007 completion rate from American Indians was 66.2%, compared to the Caucasian rate of 89%.
- Out of the 2,406 Advance Placement test takers in 2008 for Montana, only 41 were American Indian.

Ms. Smoker Broaddus then listed some of the programs being implemented in schools to help raise American Indian student achievement. These include, but are not limited to:

- Various Achievement Gap Initiatives
- Call to Greatness
- Indian Leadership Education and Development (ILEAD)
- Early Childhood programs at select schools

10:30 A.M. Ms. Melodee Smith-Burreson Departed

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

Mr. Donovan handed out a list of the meetings he had attended since the January CSPAC meeting and briefly spoke about a few. At the previous CSPAC meeting the Council had asked if he could provide them with more information about alternative routes to teacher certification. He presented the executive summary of the study *An Evaluation of Teachers Trained Through Different Routes to Certification*. The report was done by the National Center for Education Evaluation and Regional

Assistance and showed test results for students of those who received certification through alternative routes (i.e. Teach for America and the New York City Teaching Fellows programs). The test results were then compared to test results from students in the same school taught by teachers who received certification through traditional routes. The council concluded that although the statistics were similar, the test group was too small to reach an educated conclusion. Dr. Reisig noted three sentences in the concluding paragraph sum up his thoughts exactly. The conclusion points out the art of teaching plays a large role in student success. At the same time, the art of teaching is impossible to identify, study, and compare. Ms. Keller added the L.A. Unified program is now actually letting go of active teachers, and turning prospects away due to the state budget crisis.

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

Dr. Fishbaugh was absent from the meeting. Ms. Bloom informed the Council the committee was ongoing in their analysis.

ITEM 6 MONTANA COMMISSION ON TEACHING COMMITTEE – Ms. Melodee Smith-Burreson and Ms. Judie Woodhouse

Ms. Woodhouse led the Council through the language that would be presented at the following days CSPAC/BPE meeting as an information item for the Board. Ms. Sandve presented the updated version of the survey developed by Ms. Burreson, Ms. Woodhouse, and herself. She asked the Council to provide feedback by mid-March, as she would like to distribute it by mid-April. Dr. Reisig requested Ms. Sandve come before the Council at the July meeting to present the results of the survey. The Council provided a few suggestions and will provide more via e-mail before the final product is sent out to the districts. Dr. Reisig thanked Ms. Sandve and OPI for all the work they have done for mentoring.

ITEM 7 LICENSURE AND ENDORSEMENT COMMITTEE REPORT – Ms. Sharon Applegate and Ms. Patty Muir

Ms. Keller informed the Council that Item 8, the OPI Update, would be presented at the OPI Licensure Office following the close of the meeting. The Chapter 57 rules would be presented for final approval at the BPE meeting on Friday, March 13th. How much time a superintendent should be given to attain credits in Montana School Law and Finance is still the biggest issue. Alternative routes to license were also discussed. The licensure office is not opposed to these routes. Still, some of these programs, although very good at teacher preparation, are not as good at documenting the students' progress. Without proper documentation, a teacher license cannot be granted to an educator in the state of Montana.

ITEM 9 PLAN FOR FUTURE CONFERENCES

Mr. Donovan addressed the Council about BPE's financial strains and the cut back on out-of-state trips the Board must make. The Council understood and told Mr. Donovan if it was possible, they would still like him to attend the NASDTEC Annual Conference. The conference is scheduled from May 31st – June 3, 2009, in Jacksonville, FL.

ITEM 10 FUTURE AGENDA ITEMS

A new Council member will be selected by the Board at their May meeting and will be in attendance at the July 2009 CSPAC meeting. Ms. Woodhouse's first three year term will expire in June. She was informed she will need to write a letter of intent to the Board if she wishes to serve a second term. New officers and committee appointments will be made in July. The annual calendar and new goals will be written at the July meeting as well.

ITEM 11 PUBLIC COMMENT

Ms. Keller gave a brief overview of the previous day's Class 8 Application Approval meeting for those Council members who could not attend.

Dr. Douglas Reisig adjourned the meeting at 11:50 A.M.

CALL TO ORDER

CSPAC Chair, Dr. Douglas Reisig, called the Certification Standards and Practices Advisory Council meeting to order on Wednesday, March 11, 2009 at 2:05 P.M. CSPAC council members present were: Chair, Dr. Douglas Reisig, School Administrator, Missoula; Ms. Tonia Bloom, Trustee, Hamilton; Ms. Patty Muir, K-12 Specialist, Laurel; Ms. Judie Woodhouse, Teacher, Polson; and Ms. Sharon Applegate, Teacher, Kalispell. Staff members present were: Mr. Peter Donovan, Administrative Officer for CSPAC; Mr. Steve Meloy, Executive Secretary for BPE; and Ms. Anneliese Warhank, CSPAC Administrative Assistant. The following people signed the meeting roster: Ms. Elizabeth Keller, OPI; Dr. Linda Vrooman Peterson, OPI.

ITEM 8 OPI UPDATE – Dr. Linda Vrooman Peterson

Dr. Peterson turned the table over to Ms. Keller who presented a PowerPoint entitled, "Why the Licensure Office is so Cranky". The PowerPoint described the duties the Licensure Office of OPI must deal with on a daily basis, the amount of people who contact them on a monthly basis, and various issues they must work through with individuals who try to attain or renew their Montana Educator's License.

ITEM 4 EXECUTIVE SECRETARY'S REPORT – Mr. Steve Meloy

Due to the Legislative session, Mr. Meloy was unable to present during the regularly scheduled meeting. Mr. Meloy gave a brief overview of the bills of interest to the Board including:

- HB 15 – Fund K-12 Education
- HB 645 – Implement receipt of and appropriate federal stimulus and recovery funds
- SB 80 & 81 – Elect Board of Regents and Board of Public Education members
- SB 67 – Require funding before school rules with fiscal impact implemented

Dr. Douglas Reisig adjourned the meeting at 2:30 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 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

JOINT CSPAC/BPE MEETING MINUTES

March 12, 2009

FRONT STREET LEARNING CENTER
815 Front Street
Helena, MT

CALL TO ORDER

Chairperson Patty Myers called the meeting to order at 8:33 AM. Dr. Doug Reisig led the Board in the Pledge of Allegiance. Ms. Carol Will and Ms. Anneliese Warhank took roll call; a quorum was noted. Ms. Patty Myers announced that the Board of Public Education is a renewal unit provider. She extended a personal welcome on behalf of the board to Mr. Mike Miller, Field Services Director, UM-Western. Condolences were extended to the Mr. Marco Ferro family on behalf of the Board in their recent loss.

MOTION: Ms. Angela McLean moved to accept the agenda as presented. Mr. Bernie Olson seconded. Motion passed unanimously.

CONSENT AGENDA

Items Pulled from Consent Agenda if Requested

Nothing was pulled.

MOTION: Ms. Sharon Carroll moved to accept the consent agenda as presented. Mr. Cal Gilbert seconded. Motion passed unanimously.

Those in attendance at the meeting included the following Board members: Chair Ms. Patty Myers, Vice Chair Ms. Angela McLean, Ms. Sharon Carroll, Mr. Storrs Bishop, Mr. Cal Gilbert, Mr. Bernie Olson, and Student Representative Ms. Katie Wood. Certification Standards and Practices Advisory Council members present included: Chairperson Dr. Douglas Reisig, Ms. Tonia Bloom, Ms. Judie Woodhouse, Ms. Sharon Applegate, and Ms. Patty Muir. Staff present at the meeting included: Mr. Steve Meloy, Executive Secretary, 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 members present included: State Superintendent Denise Juneau; and Dr. Sylvia Moore represented Commissioner Sheila Stearns. Visitors in attendance included: Ms. Nancy Coopersmith, Assistant Superintendent, OPI; Dr. Linda Vrooman Peterson, Accreditation Division Administrator, OPI; Ms. Joyce Silverthorne, P-20 Policy Advisor, OPI; Mr. Dale Kimmet, Accreditation Specialist, OPI; Mr. Al McMilin, Educator Quality Program Specialist, OPI; Mr. Darrell Rud, SAM; Ms. Madalyn Quinlan, Chief of Staff, OPI; Dr. Bruce Messinger, Superintendent of Helena School District; Ms. Judy Snow, State Assessment Director, OPI; Ms. Beck McLaughlin, Montana Arts Council; Mr. Robert Allen, Executive Director, Montana Nurses Association; Ms. Sue Buswell, Montana Association of School Nurses; Ms. Kathy Boutilier, RN, BSN; Ms. Cheryl Summerer, RN, MSN; Ms. Elizabeth Keller, Licensure Specialist,

OPI; Dr. Jayne Downey, Assistant Professor of Education, MSU; Ms. Nikki Sandve, Coordinator of State Personnel Development Grant, OPI; Dr. Bonnie Jones Graham, Director of Licensure Standards and Clinical Practice, MSU-B; Ms. Cathy Kendall, Health Enhancement & Safety Education Division Administrator, OPI; Ms. Ann Gilkey, Legal Counsel, OPI; Ms. Rene Dubay, Director of Talent Search/Partnerships for Access, OCHE; Dr. Larry J. Baker, Dean of Education, MSU-Bozeman; Ms. Anne Marie Mistretta, Superintendent, Ophir Public Schools; Mr. Jerry Mistretta, Ophir Public Schools; Ms. Karen B. Crogan, Accreditation Unit Program Officer, OPI; and Mr. Steve Gettel, Superintendent, MSDB.

Items are presented in the order in which they appeared.

BPE/CSPAC JOINT MEETING

Board of Public Education Chair Patty Myers extended the chairmanship to Dr. Doug Reisig, Certification Standards Practices Advisory Council Chair.

ITEM 1 SPOTLIGHT ON THE OPI INFORMATION TECHNOLOGY SERVICES DIVISION: OPI WEBSITE TOUR – Ms. Cheri Bergeron, OPI

Ms. Cheri Bergeron, the Resource Center & Web Integration Bureau Chief for OPI, came before the Board and Council to give an overview of the OPI website, www.opi.mt.gov. The site offers a means of communication for OPI with school personnel, governing bodies, and other interested bodies. There are three way to navigate around the site. 1) dropdown menu: located on the upper right hand corner of the main page, one can access the most popular links, or scroll down to individual departments; 2) white text links below the dropdown menu: one can find a quick link to official OPI e-mail updates, OPI staff directories, an official OPI calendar, other links, and a quick link back to the home page; 3) buttons listed on the gray bar at the top of the page: if one scrolls over any of the buttons, hot button items appear below for more specific links. The recently added Google search bar, located on the far right of the gray bar, is considered the most powerful tool on the site as one can search the entire site using just a keyword. Superintendent Denise Juneau has suggested the website be revamped, so the style of the site may change in the future.

ITEM 2 CSPAC ANNUAL REPORT - Dr. Douglas Reisig

Dr. Reisig led the group through the mission statement, Montana Code of Ethics, goals for 2008-2009, and highlights from the 2008 CSPAC meetings. Dr. Reisig pointed out all of the short term goals fall into at least one of the five larger goals for CSPAC.

ITEM 3 MARCH 11th CSPAC MEETING SUMMARY - Dr. Douglas Reisig

Dr. Reisig spoke about the topics discussed at the previous day's meeting at Capital High School.

ITEM 4 PROGRESS ON CSPAC GOALS - Dr. Douglas Reisig

Dr. Reisig led the group through all of the specific goals the Council is working on. He noted those goals the Council has completed, as well as the goals that have begun within the past year. Dr. Reisig then presented a PowerPoint he originally presented at the Western States Certification Conference in January. The Council was presented with the PowerPoint at the January meeting and encouraged Dr. Reisig to present it to the Board as well. The PowerPoint stressed six benchmark targets for Montana school districts to focus on in an effort to remain as high performing school districts.

ITEM 5 UPDATE ON THE DEVELOPMENT OF THE AREA OF PERMISSIVE SPECIALIZED COMPETENCY FOR MENTOR TEACHERS – Ms. Judie Woodhouse; Dr. Jayne Downey, MSU Bozeman; Mr. Pete Donovan

At the January CSPAC meeting, the Council passed a motion to recommend adding an Area of Permissive Specialized Competency (APSC) for Mentor Teachers. The current APSC's authorized by BPE include: early childhood education, gifted and talented education, and technology in education. The APSC's are statements of specialized competency that appear on educator licenses to indicate that the educator has completed a minimum of 20 semester college credit hours or equivalency in a specific academic area that has been approved by BPE. Dr. Downey passed out the draft language for the rule, as well as courses that would be offered online to attain a master's degree in mentor teaching. The courses are offered all online. Ms. Woodhouse passed out a timeline noting CSPAC's involvement in Mentoring. Ms. Nikki Sandve spoke before that Board about the survey she is working on for mentoring. Like with the Council, she asked the Board for any feedback before she distributes the survey in April.

ITEM 6 REPORT ON REVIEW PANEL PROCESS FOR CLASS 8 DUAL CREDIT- ONLY POSTSECONDARY FACULTY LICENSE – Ms. Elizabeth Keller, Dr. Linda Vrooman Peterson, OPI

Ms. Keller and Dr. Peterson came before the Board to provide an update on the first work session of the Class 8 Review Panel. The Review Panel convened on March 11th to evaluate Class 8 Dual Credit-Only Postsecondary Faculty License applications. The Council then made recommendations for licensure to OPI. Out of the three applications submitted, two were approved. The Council will meet on July 22, 2009 to review the next batch of applications submitted and will continue to meet bi-annually.