

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

THURSDAY, OCTOBER 14, 2010

Room 123  
Phyllis J. Washington School of Education  
University of Montana  
32 Campus Drive  
Missoula, MT 59801

**CALL TO ORDER**

Dean Christopher Comer called the Certification Standards and Practices Advisory Council joint Council of Deans of Education meeting to order on Thursday, October 14, 2010 at 1:00 P.M. CSPAC Council Members present were: Chair, Ms. Sharon Applegate, Teacher, Kalispell; Vice-Chair Mr. Jon Runnalls, Teacher, Helena; Ms. Patty Muir, K-12 Specialist, Laurel; Dr. Mary Susan Fishbaugh, Dean of Education, MSU-Billings, Billings; Ms. Tammy Lacey, School Administrator, Great Falls; and Ms. Janice Bishop, Teacher, Missoula. Mr. John Harris was unable to attend the day's portion of the meeting. 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: Dr. Roberta Evans, U of M-Missoula; Dr. Jayne Downey, MSU-Bozeman; Dr. Pat Ingiaham, MSU-Bozeman; Dr. Larry Baker, MSU-Bozeman; Mr. Steve York, OPI; Ms. Tasneem Khaleel, MSU-Billings; Dr. Barb Vail, RMC; Dr. Cindy O'Dell, SKC; Ms. Shannon O'Brien, U of M-Missoula; Dr. Trent Atkins, U of M-Missoula; Dr. Perry Brown, U of M-Missoula; Dr. Bill McCaw, U of M-Missoula; Ms. Elizabeth Keller, OPI; Dr. John Matt, U of M-Missoula; Ms. Kristi Murphy, U of M-Missoula; Ms. Regina Sievert, SKC; Dr. Mary Susan Fishbaugh, MSU-Billings; Dr. Delena Norris-Tull, U of M Western; Dr. Jonathan Matthews; Carroll; Ms. Sharon O'Hare, U of M-Missoula; Dr. Christopher Comer, U of M-Missoula; Dr. Paula Lutz, MSU-Bozeman; Ms. Tricia Parrish, U of M-Missoula; Dr. Susan Harper-Whalen, U of M-Missoula; Ms. Pamela Wilson, MSU Northern; Dr. Paula McNutt, Carroll; Dr. Lynette Zuroff, Carroll; Ms. Angel Turoski, U of Great Falls; Ms. Amy Burland, SKC.

**INFORMATION ITEMS**

**ITEM 1 WELCOME/INTRODUCTIONS – Dean Roberta Evans, U of M; Dean Christopher Cromer, U of M; Ms. Angel Turoski, UGF; with Provost Perry Brown, U of M**

Dr. Christopher Comer, Dean of the U of M College of Arts and Sciences welcomed the Council of Deans of Education, Council of Dean of Arts and Sciences, and the Office of Public Instruction to the meeting. Everyone introduced themselves and their titles.

**ITEM 2 COMMON CORE – State Superintendent Denise Juneau, Ms. Nancy Coopersmith, Ms. Joyce Silverthorne, and Dr. Linda Peterson, OPI**

State Superintendent Denise Juneau spoke about the Common Core State Standards, and other current education issues Montana is facing. She felt educators should play a large role in education developments, have knowledge of issues, and a baseline in which to springboard. Efforts to reduce dropout rates have led to the development of Graduation Matters Montana, a student advisory board that will work at ways to reduce high school dropout rates. Superintendent Juneau would like the minimum dropout age to be raised to 18 and the state to pay for every high school junior to take the ACT.

## **Common Core State Standards**

Assistant Superintendent Nancy Coopersmith spoke specifically about the Common Core State Standards. She gave a background of the development of the standards and where Montana stands in the adoption process. She urged everyone to examine the documents and state their views via an online survey. The implementation of the standards was a big concern of Ms. Coopersmith's, who was happy to see assessment costs would be lessened with federal Race to the Top grant money. Although the state has agreed to participate in the development of the standards, we have yet to pledge adoption; the final decision on adoption should take place at the May 2011 Board of Public Education meeting. Dr. Fishbaugh voiced her concern over the grade benchmarks, stating every person developed at their own pace. She questioned why the education community believes by the time a person reaches a specific age in life, they should be developed to a certain point. Dr. Evans suggested college professors review the proposed standards and spread the word to their students. Ms. Applegate also stressed instructors need time to review the standards to develop instructional strategies for implementation. Discussion ensued about state feedback in the development process on how people can offer their thoughts and views.

Dr. Evans took this time to introduce the new U of M-Missoula Provost, Dr. Perry Brown. Dr. Brown stated the university is always open to hosting and engaging in discussion on education and learning. Dr. Evans also introduced Dr. Trent Atkins, the Department Chair of Curriculum and Instruction at U of M-Missoula.

## **NCATE/TEAC Unification**

P-20 Public Policy Advisory Joyce Silverthorne, along with Accreditation Division Administrator Linda Peterson spoke about the combining of accrediting bodies National Council for Accreditation of Teacher Education and Teacher Education Accrediting Council into the Council of Accreditation for the Educator Preparation. Ms. Silverthorne will represent Superintendent Juneau at the CCSSO's InTASC meeting on October 22<sup>nd</sup>, where they will vote to move forward on the CAEP model. Dr. Peterson listed four key themes in the InTASC Model Core Teaching Standards: personalized learning for diverse learners; a focus on 21<sup>st</sup> century knowledge and skills; improved assessment literacy; and a collaborative professional culture. There are also teaching standards: learning to learn; content; instructional practice; professional responsibility; performance; essential knowledge; critical dispositions; and a reference chart of key cross-cutting themes. People had until October 15<sup>th</sup> to provide feedback online on the proposed model, or they could speak with Dr. Peterson. The group was still interested in what people see as strengths and weaknesses.

## **ITEM 3 EVALUATION SYSTEMS (FOR TEACHERS AND ADMINISTRATORS) – Mr. Steve York, OPI**

Mr. York covered the educator evaluation process conducted by both the state and the federal government. Nationally, evaluation has moved to teacher effectiveness as measured by teacher contribution to student growth and learning as seen through the Race to the Top applications, school improvement grants, and ARRA stimulus funds. Mr. York highlighted how a few states have implemented evaluation systems and the concerns people have over the Value Added Models of evaluation and the negative impact they could have on teachers, students and schools. The State Consortium on Educator Effectiveness was discussed next. Key issues of the SCEE involve teacher and leader preparation, evaluation, professional growth, standards, and equity & systemic change. Montana would use the Task Force 55 Sub-Committee which will work on strengthening expectations for certified personnel who deal with evaluation, utilize PEPPS, other states models, relevant research, and other examples of evaluation systems in Montana to establish expectations for local evaluation systems. Some of the benefits and possibilities of upgrading the evaluation systems in Montana will include: evaluation and professional growth will be evident across the career of an educator from pre-service to retirement; teachers in need of improvement will get a supportive environment in which to improve; and a stronger link between teacher prep and teacher practice. Discussion ensued about how school evaluations will be developed and

implemented in the future. Mr. York said Montana needs to move forward “with caution and care”, respecting local control.

**ITEM 4      SELECTED MODELS OF EVALUATION FOR STUDENT TEACHERS – Associate Dean Susan Harper-Whalen, U of M; Dr. Patricia Ingraham, MSU; Dr. Jonathan Matthews, Carroll**

The group looked at two core practices that they felt shaped what was occurring in teacher preparation programs: the shift from the highly qualified to highly effective teachers, and the idea of P-20 education instead of K-12. They saw the design of clinical experiences evolving along with teacher candidate evaluations. Dr. Ingraham spoke about co-teaching at MSU, which allows students into the classroom but ownership is maintained with the permanent teacher. She explained it has been helpful, but it is still a newer concept in the classroom. Dr. Matthews spoke about increasing faculty engagement in student evaluation at Carroll. This included faculty evaluating in the classroom instead of at the university and weekly review and discussion with faculty. Dr. Harper-Whalen spoke about a program at U of M front loading core classes students take prior to student teaching. After 10 weeks of student teaching, faculty spend the next 5 weeks in the classroom with them. She then spoke about new models which include rigorous clinical experiences that come earlier in the teacher prep career of a student. They are also changing the way they evaluate their students. Dr. Ingraham used the Teacher Work Sample – allows students to demonstrate the plan, deliver, and assess their lessons. This allows the faculty and student to recognize their strengths and weaknesses. Dr. Matthew spoke about the portfolio process at Carroll, from the first class on students document their ability to demonstrate 51 different performances the Montana teaching standards say new teachers should be able to do. In order to complete student teaching, they need to prove they meet them all. Dr. Harper-Whalen mentioned students are also being sent out in teams. This allows one to teach and one to be evaluated, enabling them to recognize any positive or negative tendencies with each other.

**JOINT COUNCIL OF DEANS AND CERTIFICATION STANDARDS AND PRACTICES ADVISORY COUNCIL MEETING WAS ADJOURNED BY CONCURRENCE AT 5:12 P.M.**

**Separate agenda for CSPAC meeting. Item numbering starts over.**

# CERTIFICATION STANDARDS & PRACTICES ADVISORY COUNCIL MEETING MINUTES

Friday, October 15, 2010

Room 322  
Phyllis J. Washington Education Center  
University of Montana  
32 Campus Drive  
Missoula, MT 59801

## **CALL TO ORDER**

CSPAC Chair, Ms. Sharon Applegate, called the Certification Standards and Practices Advisory Council meeting to order on Friday, October 15, 2010 at 8:37 A.M. CSPAC Council Members present were: Chair, Ms. Sharon Applegate, Teacher, Kalispell; Vice-Chair, Mr. Jon Runnalls, Teacher, East Helena; Dr. Mary Susan Fishbaugh, Dean of the College of Education, Montana State University-Billings, Billings; Ms. Patty Muir, K-12 Specialist, Laurel; Mr. Jon Runnalls, Teacher, East Helena; and Mr. John Harris, Trustee, Eureka. 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: Dr. Linda Peterson, OPI; Ms. Karen Kaufmann, University of Montana College of Visual and Performing Arts; and Mr. Jason Niefer, Montana Digital Academy.

*Ms. Tammy Lacey moved: **to approve the agenda.** This was seconded by Ms. Patty Muir. Motion was approved unanimously.*

*Ms. Patty Muir moved: **to approve the July 13-14, 2010 CSPAC meeting minutes.** This was seconded by Mr. Jon Runnalls. Motion was approved unanimously.*

The correspondence consisted of a letter of thanks from former CSPAC chair Dr. Doug Reisig to Board Chair Ms. Patty Myers, Executive Secretary Mr. Steve Meloy, and Mr. Pete Donovan for writing a letter of recommendation for him; the actual letter of recommendation to Dr. Mary Crovo, Deputy Executive Director of the National Assessment Governing Board; and a letter from the Board to Deputy Superintendent Dennis Parman requesting a confirmation on the total number of licensed educators in the state by year.

## **ITEM 1 EXECUTIVE COMMITTEE REPORT – Ms. Sharon Applegate**

### **Review of CSPAC/Deans Joint Meeting**

The Council discussed the previous day's joint meeting, particularly the OPI presentations. CSPAC felt a lot of change was on the horizon. Two areas of concern were in failing schools and teacher evaluations based on test scores. Dr. Fishbaugh saw the push for national standards as harmful and felt seamless progression instead of benchmarks would benefit student development.

### **Review of Bylaws**

The Council then reviewed the CPSAC By-Laws with the amended changes. Article IV Section C. was edited to reflect the move from paper to digital agenda packets, stating the material will be delivered by e-mail to the last known address of each member.

*Mr. Jon Runnalls moved: **to approve the amended CSPAC By-laws.** This was seconded by Ms. Patty Muir. Motion was approved unanimously.*

## ITEM 2 REVIEW PURPOSE OF COMMITTEES

Dr. Fishbaugh stated she was interested in possibly joining the State Consortium on Educator Effectiveness. The Council members broke into committee groups to discuss directions. Ms. Applegate asked the Council members to break into their respective committees to discuss their goals and direction, placing the three new members in tentative groups. The Council rejoined and voted on which committees to place the three new members.

*Dr. Mary Susan Fishbaugh moved: to appoint Ms. Janice Bishop to the Montana Commission on Teaching Committee. This was seconded by Mr. Jon Runnalls. Motion was approved unanimously.*

*Ms. Patty Muir moved: to appoint to the Mr. John Harris to the Pre-Professional Preparation and Continuing Professional Development Committee. This was seconded by Ms. Janice Bishop. Motion was approved unanimously.*

*Ms. Patty Muir moved: to appoint to the Ms. Tammy Lacey to the Licensure and Endorsement Committee. This was seconded by Mr. Jon Runnalls. Motion was approved unanimously.*

Dr. Fishbaugh suggested a name change for her committee from the Pre-Professional Preparation and Continuing Development Committee to the Pre-Professional Preparation and Continuing Professional Development Committee. The Council all agreed. Dr. Fishbaugh also requested her committee, the Pre-Professional Preparation and Continuing Professional Development Committee, alter its description of responsibilities.

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

Mr. Donovan discussed the meetings he had attended since the July 14, 2010 CSPAC meeting. These included the Montana Mentoring Institute in Great Falls, the NASDTEC Annual Conference planning meeting, and Chapter 55. He also explained Chapter 55 for Mr. Harris and passed out a list with a brief description of CSPAC members who will present at the upcoming MEA-MFT and MCEL conferences. These members include Mr. Runnalls, Ms. Muir, Ms. Applegate, and Ms. Patty Myers of the Board presenting at MEA-MFT. Ms. Lacey will present at the MCEL Conference.

## ITEM 4 BOARD OF PUBLIC EDUCATION REPORT – Mr. Pete Donovan

Mr. Donovan explained Executive Secretary Steve Meloy was at a NASBE Annual Conference/NCSBEE Meeting in Salt Lake City, UT. Ms. Applegate thanked Mr. Donovan for the emails he sends the Council on a regular basis in regards to the meetings he attends and any articles he feels the Council could benefit from reading and discussing at the next CSPAC meeting. Mr. Runnalls asked about the letter the Board's office sent to Deputy Superintendent Dennis Parman in relation to the number of licensed educators in Montana. Mr. Donovan explained the point of the letter was to confirm the number of new applications and renewals for licenses by educators in the state. Mr. Donovan stated this question was started following the Board's biennial audit.

## ITEM 5 PROFESSIONAL PREPARATION AND CONTINUING EDUCATION COMMITTEE - Dr. Mary Susan Fishbaugh

Dr. Fishbaugh spoke about MSU-Billings being ranked a Tier 1 Ranked Regional Comprehensive Master's Institution for Western Institutions by the U.S. News & World Report. Their most recent accreditation visit was a success with BPE approving the program with no major flaws and only 2 target areas to work towards in the future. The week of October 25-29, 2010 NCATE will meet and vote on their review. They visited, along with

the state, in April. They were given just two targets to aim for, standard for diversity in regards to field experience for undergraduates, and governance in regard to use of resources, particularly electronics. Dr. Fishbaugh listed the numerous programs in the school involved in the state write-up, including the arts, music, the sciences, amongst others. Mr. Donovan congratulated Dr. Fishbaugh with her accomplishments at MSU-Billings. Discussion ensued about accrediting bodies and reviews.

## **ITEM 6 MONTANA COMMISSION ON TEACHING COMMITTEE – Ms. Patty Muir**

Ms. Muir presented a PowerPoint on the Laurel Public Schools Mentoring Program. Ms. Muir noticed her school district was experiencing a continuous turnover rate in her school due to a variety of reasons, especially amongst the early career teachers and felt something should be done. So she worked with the superintendent and trustees of her school district to develop and implement the Laurel Public Schools Mentoring Program during the 2005-6 school year. The program is offered to any new teacher to the district, regardless of experience. The new teacher is assigned a mentor for one year, but can request a second year if needed. The mentors need to have a proven positive effect on student achievement and be willing to commit the time necessary to aid their mentee. The two track their progress in a log and respond to a survey. 2 co-chairs lead the program, committee representatives are present in all school buildings, principals serve as advisors, and a yearly presentation is made to the trustees. Ms. Muir hopes in the future the program can: expand to special curriculum training – small cohort; increase the stipend for mentors; and build a large mentor pool.

## **ITEM 7 LICENSURE AND ENDORSEMENT COMMITTEE REPORT – Ms. Sharon Applegate and Mr. Jon Runnalls**

### **Chapter 55**

Ms. Applegate reported on the progress the Chapter 55 Workgroup has made. The group has and will continue to discuss goals, timelines, and milestones. Superintendent Juneau has suggested performance based accreditation standards. The recommendations for change should be brought before the Board by next fall, followed by the public hearing period. Dr. Peterson spoke about the draft recommendations for consideration, there are 33 new draft language recommendations and 69 recommendations for no changes to the rules. Dr. Fishbaugh asked what specifically these Chapter 55 Accreditation Standards address. These include: programs offered; superintendent qualification/assignment; librarian/teacher qualifications; class size; etc.

### **Update on Code of Ethics Review**

Ms. Applegate, Mr. Runnalls, and Ms. Lacey are working with Mr. Donovan and Ms. Ann Gilkey of OPI to look at a possible revision to the 1997 Code of Ethics for Educators. Ms. Lacey spoke about what the group would like the code to address; including the rise of technology related issues. They will work to keep the code to one page and will meet again prior to the January 13, 2011 CSPAC meeting. Ms. Lacey stated the group would like the code to do three things: provide a broad standard of conduct for professional educators; provide guidance for professional educators regarding their own professional conduct; and provide a resource for the judicious appraisal of conduct in situations that have professional and ethical implications.

### **Initial Presentation for Possible Area of Permissive Specialized Competency in Dance**

Finally, Ms. Karen Kaufmann of the U of M College of Visual and Performing Arts spoke about the possible Area of Permissive Specialized Competency in dance. Ms. Kaufmann described current successful school programs that have integrated dance into the learning environment to help children in various areas of the school of curriculum. This program can be taught in elementary school classrooms; middle school p.e. classes; and high school drama classes. The benefits of dance in education can be to: promote cognitive learning through fun learning; excite kids for school attendance; gender new form of self expression; and appeal to kinesthetic learners. Ms. Kaufmann will work on polishing draft language for the Council and should present at a future meeting. Ms. Lacey spoke about a program already in place in the Great Falls School District taught by an occupational therapist called Smart Moves. Dr. Fishbaugh questioned why Native American dance isn't

incorporated at all. Ms. Kaufman explained although she would love to incorporate it, there is a shortage of qualified Native American dancers in the Missoula community.

#### **ITEM 9 MONTANA DIGITAL ACADEMY UPDATE – Mr. Jason Niefer, MTDA**

Mr. Jason Niefer, Curriculum Specialist for the Montana Digital Academy, spoke to the Council of the progress MTDA has made since it launched the online program in September. Technically, the program began during the 2010 summer which enabled it to figure out what direction it should take and what policies to adopt before it began for the entire state on September 2, 2011. Mr. Niefer spoke about online learning and the other states in the Union, Montana is the 36<sup>th</sup> state to start a statewide online school. Montana offers 50 courses, 7 of which are advanced placement, the most popular course area is science with 8 different courses offered. At the moment the courses are aimed at the high school environment, but will move more to K-12 environment. The three most popular courses are Spanish 1; Psychology; and Digital Photography. Courses are capped at 25 students per class. Smaller schools enjoy this because it makes up for gaps in courses they offer-diversity in instruction is a big component. Credit recovery has been for the most part successful with the program. Study abroad students also benefit from the Academy. At the date of the presentation, there were 1,358 students enrolled. 1,970 enrolled in courses overall. All the educators in the Academy are licensed instructors in the content area they teach and are employed by a Montana school district. The program uses Power Speak, Smart Science, Moodles, and Google Apps to help the courses run. Discussion ensued on district and legislative concerns. Regardless, the Academy will offer spring courses for the rest of the 2010-11 school year.

#### **ITEM 8 OPI UPDATE – Dr. Linda Peterson, OPI**

Dr. Linda Peterson spoke about the joint meeting. She felt it was very engaging. She passed out a copy of the material covered at the meeting to Mr. Harris, who was unable to attend the meeting. Any comments regarding the topics covered by OPI should be directed to her, which she will relay back to OPI. Mr. Donovan expressed the desire, as previously expressed by Dr. Fishbaugh, to participate in the State Consortium for Educational Effectiveness.

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

Mr. Donovan spoke to the Council about the moratorium on travel discussed at the September Board meeting. However the BPE office has been in contact with its budget analyst from the governor's office in search for more money for the Board. A request for an additional \$15,000 per year to help support to the Board of Public Education with their duties and responsibility will go before the 2011 legislature. This would help free up the research fund which could free up funds for CSPAC. Ms. Applegate stressed the importance of attending national conferences.

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

The Council will look at the Code of Ethics and the progress the small group has made at its meeting in January.

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

There was no public comment.

Ms. Sharon Applegate adjourned the meeting at 12:34 P.M.

The Certification Standards and Practices Advisory Council will make reasonable accommodations for known disabilities the 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