

CERTIFICATION STANDARDS & PRACTICES ADVISORY COUNCIL MEETING

FRIDAY OCTOBER 28, 2011

*Stadium Corporate Room
Montana State University
Bozeman, Montana*

9:00 AM

CALL TO ORDER

CSPAC Chair, Ms. Sharon Applegate, called the Certification Standards and Practices Advisory Council meeting to order on Friday October 28, 2011 at 9:00 AM. CSPAC Council Members present were: Chair, Ms. Sharon Applegate, Teacher, Kalispell; Vice Chair, Mr. Jon Runnalls, Teacher, East Helena; Ms. Patty Muir, K-12 Specialist, Laurel; Ms. Janice Bishop, Teacher, Missoula; Ms. Tammy Lacey, School Administrator, Great Falls; Ms. Dianne Burke, Trustee, Frenchtown; and Dr. Cindy O'Dell; Post-Secondary Ed, Bigfork. Staff members present were: Mr. Peter Donovan, Administrative Officer for CSPAC & Executive Secretary for the Board of Public Education; and Ms. Kris Stockton, BPE/CSPAC Administrative Assistant. The following people signed the meeting roster: Ms. Elizabeth Keller, OPI; Ms. Ann Gilkey, OPI; Mr. Dennis Parman, OPI; Mr. Le Gaub and Mr. Byron McKinney, Troops to Teachers; and Ms. Pat Ingraham, MSU.

*Mr. Jon Runnalls moved: **to approve the agenda.** This was seconded by Ms. Tammy Lacey. Motion was approved unanimously.*

*Ms. Cindy O'Dell moved: **to approve the July 13, 2011 CSPAC meeting minutes.** This was seconded by Ms. Diane Burke. Motion was approved unanimously.*

Mr. Pete Donovan mentioned that the log in and password for the NASDTEC membership was inadvertently sent out in the correspondence items in the agenda packet. Mr. Donovan reported he had contacted NASDTEC and the information had been changed.

INFORMATION ITEMS

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

ITEM 1 EXECUTIVE COMMITTEE REPORT – Ms. Sharon Applegate and Mr. Jon Runnalls

Review of the CSPAC bylaws was discussed. Mr. Pete Donovan noted that review of the bylaws is on the schedule to be done each fall. Ms. Sharon Applegate called for comments, questions, or concerns. Nothing noted by any committee member.

ITEM 2 BOARD OF PUBLIC EDUCATION REPORT - Mr. Pete Donovan

Mr. Pete Donovan gave an update on the personnel changes within the Board of Public Education Administrative Assistant position. The position had 58 applicants and the interview committee selected Kris Stockton as the successful candidate. She comes to the position with 17 years experience at the Montana Guaranteed Student Loan Program and will be covering the Administrative Assistant duties for both the Board and CSPAC. The Board's biggest item they are working on right now is the adoption of the new Math and English standards which will be presented by the Office of Public Instruction at the next Board meeting on November 3-4 in Helena. The budget is the biggest concern in adopting the new standards. Mr. Donovan explained that the 2011 Legislature did not approve contingency funds for agencies when employees retire, so, with Mr. Steve Meloy's retirement from the Board, the Board

budget will have to absorb \$120,000 from the budget. Due to the budget constraints, only Pete and Kris are staffing the office through the end of the 2012 Fiscal year. Mr. Donovan expressed his appreciation to the OPI for their help and support during this tight administrative and budget time and said the Board is hoping there will not be any unexpected legal expenses in the coming months. Mr. Jon Runnalls asked if the upcoming November Board meeting will be the final vote for the Common Core Standards for Math and English. Mr. Donovan advised that yes, the Boards adoption of the standards is final, but that implementation is delayed until July 2013. The OPI is currently working on the assumptions for the financial impact, and then funding will need to be requested of the 2013 Legislature, which is the reason for the delayed implementation. Mr. Donovan explained that Montana is part of a consortium of 36 states to align assessments with the new standards. Ms. Sharon Applegate asked who would be taking over Steve's duties as the Executive Secretary to the Board now that Steve has retired. Mr. Donovan explained that the Board has placed him as the Interim Executive Secretary. Ms. Sharon Applegate asked if there was anyone for Mr. Donovan to "shadow" to learn some of the duties associated to the Executive Secretary position. Mr. Donovan explained that the OPI has been of great assistance and that he is in communication with Steve. Ms. Applegate added that Mr. Donovan should feel free to call on any CSPAC member for any assistance or support that he may need.

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

Mr. Donovan discussed the appearance of Ms. Sharon Applegate, Mr. Jon Runnalls, and Ms. Tammy Lacey, and Mr. Donovan before the Education and Local Government Interim Committee on September 16, 2011. The Education and Local Government Committee is reviewing all advisory councils and this was the scheduled appearance for the CSPAC review. Mr. Donovan told the members of the council that the 3 members representing CSPAC did an outstanding job testifying and that he felt it was one of CSPAC's finest moments. Mr. Donovan indicated that it is always good to have field personnel testifying in cases like this and thanked Ms. Applegate, Mr. Runnalls, and Ms. Lacey for their testimony. Mr. Donovan also highlighted the recent "A Day with the Board of Education" on the campus at MSU at the invitation of Dr. Larry Baker on October 7th. Although only Chairperson Patty Myers, vice chair Sharon Carroll, and Mr. Donovan were able to attend, they were thrilled with their experience and enjoyed talking with the education faculty and students on the MSU campus. Ms. Applegate thanked Mr. Donovan for covering for her at the recent Chapter 55 Task Force meetings she was unable to attend.

ITEM 4 COMMITTEE REPORTS

No committee reports at this meeting. Ms. Applegate noted that the upcoming January CSPAC meeting will be used to meet in committee groups and tasked members of each committee to look for articles that are of interest to the council and to forward them to Mr. Donovan or Ms. Stockton to disseminate to all council members.

ITEM 5 DRAFT PROPOSED AMENDMENTS TO ARM EDUCATOR LICENSURE DISCIPLINARY PROCEDURES – Ms. Ann Gilkey, OPI

Ms. Ann Gilkey of the OPI discussed her recent attendance at a national conference in which sessions covered such topics as electronic news, cyber awareness of teachers, teachers behaving badly, and legal issues faced by other states. Ms. Gilkey went on to talk more about other sessions she attended and how other states are dealing with teachers and violations of codes of ethics as well as legal violations between teachers and students. Ms. Gilkey passed out a diagram called "Framework of Educator Conduct" and discussed how Montana's Code of Ethics fits into the diagram appropriately. Ms. Gilkey then asked if anyone had questions or concerns on the proposed rules for Educator Licensure Disciplinary procedures. She added the rules also cover the right of the teacher to appeal a denial of renewal units as well as the revision of the definition of "immoral conduct". The revisions include more specific definitions rather than the umbrella of "not limited to" that many previous teacher conduct violations have fallen under. Mr. Runnalls asked if the new rule covers a teacher being responsible for students who cheat. Ms. Gilkey advised that it does not cover cheating. Mr. Parman added in response to Mr. Runnalls question that the OPI only weighs in on the "back end" of findings.

They do not participate in the investigative findings of the district. Ms. O'Dell asked if the law should be limited to state assessments and not include national assessment tests, such as the ACT. Ms. Gilkey acted upon the question and decided to remove the word "state" from the rule regarding cheating on assessment tests. Mr. Parman also added that Montana GEAR UP has just received a grant that covers funding to pay for all high school juniors to be able to take the ACT. Ms. Lacey asked a question regarding the phrase "intentional findings". Ms. Gilkey advised that the phrase covers everything including "accidental findings". Mr. Runnalls asked if that also included testing accommodations for students with disabilities and Ms. Gilkey advised that it was also covered in the new rule. Ms. Gilkey then asked for the council to advise the Board to adopt the additions to the rules. Ms. Gilkey then pointed out some other additions regarding hearing openness and redacting of information. Ms. Burke asked a question in regards to the new licensure system shown the previous day that the OPI will soon be using and if it is a single source or if the Board will only have the information. Ms. Gilkey said the hearing information would be available via the new system with the Boards approval. Mr. Runnalls asked in regards to #4 in the rule at what point does the teachers name become public information in the hearing. Ms. Gilkey commented that while in other states once the case gets to the hearing stage the teachers name becomes public information, in Montana it remains private, even though other public employees (such as government employees, firefighters, police) names become public information. However, she indicated, in time she believes the teachers name will become public information? Mr. Runnalls asked if there were any pending court cases that would change it so that teachers names are made public and Ms. Gilkey answered there are not. Mr. Donovan asked why 10.57.600(3) was deleted and Ms. Gilkey advised that she polled other states and it was decided that cases would be handled on a case by case basis. She added she wants to discuss the OPI sharing the financial impact of the new rules with the Board, or, or implementation of the new rule could be delayed until 2013. Ms. Applegate asked for clarification of the adoption of new rules process for council members. Mr. Donovan explained the Board needs the recommendation of CSPAC on the language changes, then the Board will take up consideration of adoption of the new rules at its next scheduled meeting. Ms. Gilkey also clarified that the Code of Ethics is not tied to the new rules, something which had been discussed at an earlier meeting.

*Ms. Patty Muir moved: **to recommend to the Board DRAFT PROPOSED AMENDMENTS TO ARM EDUCATOR LICENSURE DISCIPLINARY PROCEDURES.**
This was seconded by Ms. Tammy Lacey. Motion was approved unanimously.*

Break at 10:09; reconvened at 10:30

ITEM 6 PROFESSIONAL EDUCATORS OF MONTANA CODE OF ETHICS SUBCOMMITTEE DISCUSSION OF DRAFT – Ms. Sharon Applegate, Ms. Tammy Lacey, and Mr. Jon Runnalls

Ms. Applegate shared comments on the draft Code of Ethics from Dr. Jean Luckowski at UM per email. She also covered the timeline for adoption of the Code of Ethics and Mr. Donovan clarified that the COE is a product of the CSPAC and does not need Board approval. The suggested draft changes from Dr. Luckowski include Principal I (d) to put the word "incompetent" back into the statement and still include the word "unethical". This would revert the statement back to the original which stated the "unsafe, incompetent, unethical, and illegal". Ms. Burke stated that she is happy with the inclusion of word "unethical" back into the code. Mr. Runnalls added that unethical behavior cannot always be measured, but you know it when you see it. Ms. O'Dell added the importance of the word "incompetent" in measuring was the behavior accidental or intentional. Ms. Lacey added that the COE covers administrators and all other employees, not inclusive to teachers, and it can be measured by evaluations, etc, and that removing the word "unethical" does not protect students. Ms. Burke commented that the consequence to students is the same whether the behavior is accidental or intentional. Another clarification was made that the Code is NOT tied to the ARM rules. Another suggestion from UM was to Principal 2(a) – the clarification was made by the COE committee members for having the word "collaborative" included in the draft to Principal 2(a) but upon Dr. Luckowski's suggestion to remove it

from 2(a) and place it in 2(b). Mr. Runnalls agreed that he thinks this is a better fit. Ms. Lacey added that the Code of Ethics should be an Action Item on the agenda for the January meeting. Mr. Donovan added that CSPAC pays for the printing of the Code of Ethics for each new licensee. A discussion ensued then on the ability of CSPAC to continue to pay for the printing cost given the current budget restrictions, but no resolution was made.

ITEM 7 CO-TEACHING AND FIELD PLACEMENT AT MSU-BOZEMAN –Ms. Pat Ingraham, Director of Field Placement, MSU-Bozeman

Ms. Pat Ingraham from the MSU Field Experience office discussed the new program she has been working on regarding the co-teaching model. The model is being revamped using a teacher candidate and a cooperating teacher. The new model has proven to show that the teacher to teacher candidate ratio drops and that it encourages “solo” times of the teacher candidate but on the terms of the school administrator and the cooperating teacher. More cooperating teachers are having the teacher candidate do their “solo” time in 1 day increments rather than an entire week at a time; more like a substitute teacher. Research indicates that by using the co-teaching model that K-12 student performance increases. So far the elementary and middle schools in the Bozeman area have “bought in” to the co-teaching model, but the high schools have not. Ms. Burke added that part of the issue with high school teacher is that the idea of “team teaching” is not used in high schools as in elementary and middle schools, so the concept of co-teaching is difficult for them to grasp. The possibility of having teacher in-service training for high school teachers to learn the co-teaching model is being looked into. Ms. Ingraham indicated they also have better success with alternative schools than with high schools. MSU has partnered with the United Way after school program for their practicum students to practice class management. They are starting tutorials with high schools in the library for teacher candidates to practice their teacher skills using small groups of students. Ms. Ingraham noted that MSU students clock 750 hours of time in classroom work by graduation. Mr. Runnalls asked if there is any research to indicate that student test scores increase with the co-teaching model. Ms. Ingraham noted that she will post that information on the website. Ms. Lacey asked if there were any plans to keep spreading the word and Ms. Ingraham noted that there will be as there is a need to continue with the co-teaching model. MSU Field Experience office is currently working with 19 states, 120 field supervisors, and 5 countries placing teacher candidate students. There is a concern that by working with so many states, Montana is losing good teachers to other states as the teacher candidates placed in other states often stay in that state upon graduation, rather than returning to Montana. Ms. Applegate added some information in which the Kalispell school district is using a grant to fund a teacher mentor program and that it has been successful. Ms. Ingraham discussed in closing that it has been difficult to work with so many different field supervisors, many of whom are also working with other universities teacher candidate programs often in other states.

ITEM 8 EMERGING TRENDS IN TEACHER MOBILITY- Mr. Le Gaub, Director of Troops to Teachers, MSU-Bozeman

Mr. Gaub reported that he oversees 5 states in the Troops to Teachers program and works mainly with licensure issues and assisting candidates to become licensed teachers in Montana. Mr. Byron McKinney also works in the TTT office and does most of the advising and counseling of candidates who are interested in making the move to teaching. Mr. McKinney indicated that 95% of the candidates do not have an education degree so he also works closely with the OPI on licensing. TTT officers have to know what the licensure requirements for each state are and assist candidates on becoming licensed in Montana. There are 30 other TTT offices so there is a large candidate pool to work with. Candidates can be active duty members, National Guard and reserve officers, as well as current college students who are no longer in the service but still eligible for the TTT program. There is a high veteran population on campuses due in part to the GI Bill funding and the current economic situation. Large numbers of soldiers are now returning and TTT is active in the “reintegration” programs offered by the military to get information to returning soldiers on teaching as a career. Mr. Gaub indicated that recent regulatory changes at the federal level have moved TTT under No Child Left Behind, but that their funding still comes from the Department of Defense. Mr. Gaub is working with MSU on a TTT advising program and

getting teacher candidates to work with university professors on what it takes to get started in the teaching profession. Mr. Gaub discussed the need to work on the obstacles soldiers have moving from active duty to being a teacher. Each state has different requirements and there are mobility issues moving from state to state. Ms. Burke asked if TTT assists in moving the candidate to the education requirements for the state and Mr. Gaub indicated that yes, they work with the OPI for licensing issues and the specific university for required coursework. Mr. McKinney discussed how they advise the candidate on what they need or what is required of them. Many candidates already possess a bachelor's degree and in some cases a Master's degree, so the teaching credentials are what they need to obtain. He added that some candidates have multiple degrees. Ms. Muir asked if there was any tracking done on the success of the TTT candidates once they begin teaching and Mr. Gaub answered that there is tracking done on a national level by Old Dominion University and that there is 80% retention after 5 years in the field. Ms. O'Dell asked if TTT serves beyond what is funded in the GI Bill. Mr. Gaub explained that the TTT program does offer financial assistance beyond the GI Bill with a \$5000 pedagogy supplement, and a \$10,000 bonus for teaching in "high need" areas. The \$10,000 includes the \$5,000 supplement if the candidate received it. The funding is a total of \$10,000, however Mr. Gaub indicated that most candidates report the advising they received from TTT is more valuable to them than the financial assistance. Mr. Gaub went on to discuss some legislative changes on the horizon that would decrease the eligibility time from 6 years to 4 years. Mr. Donovan then thanked Mr. Gaub and Mr. McKinney for their report and thanked TTT for providing funding for the morning's breakfast.

ITEM 9 FUTURE AGENDA ITEMS

Future agenda items discussed briefly were the Code of Ethics draft and Background Checks on Licensure to be discussed by Elizabeth Keller.

ADJOURN

The meeting adjourned at 11:40.

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 requests 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.