

**PROFESSIONAL TEACHING STANDARDS BOARD
HEADWATERS CONFERENCE CENTER, DUBOIS, WYOMING
JULY 18-19, 2011**

CALL TO ORDER – 2:30 pm July 18

Present: Eric Stemle, Shawn Peck, Linda Wolfskill, Dee Heny, Molly Potas, Jon Abrams, Kay Persichitte, Allen Trent, Walt Wilcox, Pete Martin, and Tim O’Gan; Wyoming Education Association: Kathy Scheurman; Educational Testing Service: Peter Yeager; Staff: Teresa Sexton and Andrea Bryant.

ADOPTION OF AGENDA

Moved by Molly Potas and seconded by Dee Heny to adopt the agenda. Motion carried.

APPROVAL OF MINUTES: MARCH 7, 2011

Moved by Linda Wolfskill and seconded by Molly Potas to approve the minutes of March 7, 2011 with changes. Motion carried.

APPROVAL OF MINUTES: APRIL 27, 2011

Moved by Pete Martin and seconded by Linda Wolfskill to approve the minutes of April 27, 2011 as presented. Motion carried.

APPROVAL OF MINUTES: MAY 25, 2011

Moved by Linda Wolfskill and seconded by Pete Martin to approve the minutes of May 25, 2011 as presented. Motion carried.

WELCOME AND INTRODUCTIONS

Introductions were given by all Board members to orient the new Board members to the Professional Teaching Standards Board (PTSB). The new Board members present were Shawn Peck, Jon Abrams, and Tim O’Gan. Phyllis Jones has resigned from the Board and nominations were sent to State Superintendent Cindy Hill by the Community College Faculty Alliance.

Teresa Sexton introduced the PTSB staff including the new Program Consultant, Andrea Bryant. Other staff members were not present.

ABOUT THE BOARD – INFORMATION & ORIENTATION

Teresa Sexton presented general information about PTSB operations and Board responsibilities, including statistical information, Robert’s Rules, and PTSB Timeline of Annual Responsibilities. She noted that the Art Standards Review Committee has been established. Journalism is going to be moved up to be reviewed before Business. Kay Persichitte suggested that at least one or two members from the community colleges be members on that committee especially if the Board does not have the community college member appointed in time.

There was discussion about the timing of the four meetings each year. Board meeting dates have not been established well in advance. Board meetings do not have to be held in specific months, but must be no more than three months apart. March is problematic because each member has a different spring break and PAWS testing occurs in March. Discussion ensued to clarify that the meeting in March is most likely in by-laws. The Board will consider changing that to the end of February. Teresa will research what guides the March meeting, possibly in conjunction with the School Improvement Conference.

BUDGET REPORT

Teresa Sexton presented the budget report, which included increased expenditures in April and May due to the annual rent payment in June, the purchase of new computers, and hiring a Receptionist and a Program

Consultant. Upcoming purchases include new conference chairs and several desk chairs. Eric Stemle asked Teresa to research the Total Monthly Expenditures listed in April and May of 2010, and Kay Persichitte asked about the increase in investment income in June 2011. Teresa will research and report back.

Jon Abrams asked if we get audited. Teresa responded that PTSB can be audited and that we report to the State Auditor's Office. Shawn Peck asked if all revenues must be spent. Teresa noted that PTSB is independently funded and if all funds are not used, the unspent funds remain in our cumulative budget.

MEETING SCHEDULE CHANGE

Kay Persichitte moved to start the meeting tomorrow at 8:00am instead of 9:00am. Linda Wolfskill seconded. Motion passed.

ADJOURN

Allen Trent moved and Kay Persichitte seconded to adjourn. Meeting adjourned at 4:55pm.

JULY 19, 2011 – 8:00 am

UNIVERSITY OF WYOMING UPDATE

Kay Persichitte reported on a brochure published by the University of Wyoming COE. Teresa Sexton suggested this information be published on the PTSB website.

DIRECTOR'S REPORT

Teresa Sexton reported that overall applications are continuing to increase; Wyoming has 7,100 active licensed teachers teaching in the State, but several thousand that are not currently employed in the public schools; regarding phone call volume, she noted that data shows from July 2010 through June 2011, PTSB staff fielded almost 18,000 incoming phone calls; PTSB evaluators have provided training sessions to all community colleges and some school districts; PTSB has implemented summer hours from 7am-6pm Monday through Thursday and 7am-5pm on Fridays through September 30, 2011; PTSB major projects completed or underway include PCI Compliance, Fiscal re-coding project, CAFR Reporting to the State Auditor, FBI Audit, the PTSB Newsletter, Data migration and Online Licensure Memorandum of Understanding (MOU) with WDE, MOU with Workforce Services regarding substitute teachers and teachers endorsed in Early Childhood Special Education; she met with Institutional Facility Directors regarding the At-Risk endorsement; and she also reported the Educational Sign Language Interpreter went into effect June 1, 2011.

DATA MIGRATION/ONLINE LICENSURE SYSTEM

Andrea Bryant presented the Data Migration and Online Educator Licensing System update. The project is moving along nicely and strong partnerships are being developed with WDE staff. A Business Analyst being paid for by PTSB funds was hired by WDE to be solely dedicated to this project. The PTSB and WDE are working to continue to collect the degree and institution information for all licensed educators as well as scan all transcripts. Potential vendors for a new educator licensing system are being researched. The data migration should occur in late 2011 to WDE and a new vendor will be selected in 2012.

PRAXIS SCORE APPROVALS

Peter Yeager, Client Relations Director for Educational Testing Service (ETS), summarized the mission of Educational Testing Service (ETS) and the process for creating tests and adopting scores. Kay Persichitte added that in order for UW to maintain National Council for Accreditation of Teacher Education (NCATE) accreditation, 80% of UW graduates who take the required tests must pass.

Art: Content Knowledge (0134)

Dee Heny moved and Shawn Peck seconded to adopt a cut score of 160 on the Art Content Knowledge (0134) Praxis II exam. Motion carried.

Technology Education (0051)

Kay Persichitte moved and Dee Heny seconded to adopt a cut score of 159 on the Technology Education (0051) Praxis II exam. Motion carried.

PROGRAM APPROVAL

Agricultural Education Biology Add-on Endorsement – University of Wyoming

Allen Trent proposed a Grade 6-12 Add-on Endorsement in Biology for University of Wyoming Agricultural Education majors. This is similar to the Science Add-on Endorsement that was approved by PTSB in 2011.

Jon Abrams moved and Pete Martin seconded that PTSB approve the UW Grade 6-12 Add-on Endorsement in Biology for Agricultural Education majors. Motion passed.

Instructional Technology – University of Wyoming

The University of Wyoming also submitted notice that they will be submitting a request for Program Approval for an endorsement in Instructional Technology.

Journalism Standards

It is time to review the Journalism Standards. Allen Trent, Mary Ann Wurzel from Northwest College, and Shawn Peck volunteered to serve on the committee. Teresa will send out a reminder requesting additional nominations. Kay Persichitte noted that the NCATE standards no longer include Journalism; however, Journalism Education Association (jea.org) has a set of standards that can be used as a foundation.

DISCIPLINARY MATTERS

PTSB needs to update the legal questions on the applications, as 36 applicants did not disclose since March 2011. The AG's Office has recommended an "Advisory Letter" to these applicants with the most serious of the 36 to be forwarded to the Investigative Committee. Molly Potas asked if there is a different process to issue licenses before a background check is received. There is a need to change the statute to require a background check prior to licensure. Teresa Sexton clarified that people are not re-fingerprinted prior to renewal; they are fingerprinted only at the time of initial licensure or reinstatement. Pete Martin, Linda Wolfskill, Molly Potas, Allen Trent, Jon Abrams, and Walt Wilcox volunteered to serve on this committee.

COMMITTEE ASSIGNMENTS

Art: Camellia El-Antably (primary advisor), Rede Ballard, Pam Kraft, Peter Morgan, Tammy Schroeder, and Mark Vinich.

Journalism: Allen Trent or Kay Persichitte.

Professional/Tiered Licensure Policy: Susan Woodward, Mary Garland, RayLynn Job (primary advisors); Kay Persichitte, Molly Potas, Pete Martin, Linda Wolfskill, Carol Illian, and Kathryn Valido.

Foreign Teachers & Visiting Foreign Teachers Policy: Molly Potas, Allen Trent, Linda Wolfskill, Dee Heny Ron Mikalar, and Mary Ann Wurzel.

Disciplinary Policy: Molly Potas, Allen Trent, Linda Wolfskill, Pete Martin, Jon Abrams, and Walt Wilcox.

DISMISSAL OF DOCKET #2010632 & #2010633

The Board chose not to go into Executive Session to discuss this case.

Linda Wolfskill moved and Kay Persichitte seconded that the Board accept the Investigative Committee's recommendation to dismiss Docket # 2010632 & 2010633. Motion passed.

NOMINATIONS AND ELECTION OF OFFICERS

The Parliamentarian position is vacant. Pete Martin nominated himself and the nomination was accepted unanimously.

SET DATE FOR OCTOBER BOARD MEETING

Teresa Sexton suggested Board members respond to their availability for the October, 2011 meeting.

ADJOURN

Linda Wolfskill moved and Allen Trent seconded to adjourn the meeting. Motion passed. Meeting adjourned at 12:07pm.