

**PROFESSIONAL TEACHING STANDARDS BOARD (PTSB)  
ZOOM VIDEO CONFERENCE – MULTI-SITE  
JANUARY 23, 2017**

**CALL TO ORDER – 3:35 P.M.**

Present: Board: Molly Potas, Liesl Sisson, Jason Wheeler, Dan Mayer, Leslie Rush, Aaron Jensen, Liann Brenneman, Tracy Ragland, and John Lyttle; Staff: Nicholas Bellack, Ashley Graham, and Morgan DiNoble; Attorney General's Office: Mackenzie Williams; Guests: Brent Bacon and Mark Bowers, Wyoming Department of Education, and Kathy Scheurman, Wyoming Education Association

**ADOPTION OF AGENDA**

Moved by Liesl Sisson and seconded by Dan Mayer to approve the agenda as presented. Motion carried.

**ADOPTION OF MINUTES**

Moved by Leslie Rush and seconded by Liann Brenneman to adopt the Board Meeting minutes from October 10, 2016, January 10, 2017, January 11, 2017, and January 12, 2017 with no changes. Motion carried.

**CONSIDERATION OF SETTLEMENT AGREEMENT FOR DOCKET# 2015-22**

Moved by Dan Mayer and seconded by Leslie Rush to approve the Settlement Agreement, Stipulation and Order for Voluntary Surrender in Docket# 2015-22. Jason Wheeler abstained from voting. Motion carried.

**CONSIDERATION OF IC RECOMMENDATION FOR DOCKET# 2016-017**

Moved by Liann Brenneman and seconded by Liesl Sisson to approve the IC's Recommendation to dismiss the complaint in Docket# 2016-017. Tracy Ragland abstained from voting. Motion carried.

**CONSIDERATION OF SETTLEMENT AGREEMENT FOR DOCKET# 2016-018**

Moved by Aaron Jensen and seconded by Dan Mayer to approve the Settlement Agreement, Stipulation and Order for Conditional Settlement in Docket# 2016-018. Tracy Ragland abstained from voting. Motion carried.

**CONSIDERATION OF SETTLEMENT AGREEMENT FOR DOCKET# 2016-029**

Moved by Liesl Sisson and seconded by Leslie Rush to approve the Settlement Agreement, Stipulation and Order for Conditional Settlement in Docket# 2016-29. Tracy Ragland abstained from voting. Motion carried.

John Lyttle joined the meeting at 3:51 p.m.

**WYOMING DEPARTMENT OF EDUCATION (WDE) UPDATE BY BRENT BACON**

Brent Bacon provided a brief update on behalf of WDE. WDE is working on Every Student Succeeds Act (ESSA) requirements and is hearing out educational leaders across the state regarding wanting "highly effective" teachers. The Section 5 ESSA plan is due in September, but WDE would like to have it out by July. For the Assignment Validation portion of the Educator Credentialing System (ECS), they are working with Enterprise Technology Services (ETS) on how best to share data between WDE and PTSB.

### WORKGROUP RECOMMENDATION TO PROMULGATE RULES FOR DLI

Nicholas Bellack discussed the ongoing work of the Dual Language Immersion (DLI) Workgroup to address the needs of school districts across the state regarding the flexibility needed for DLI programs. The Workgroup has put forward proposed rules for the Board's consideration. Regarding the rules as they are currently proposed, Chad Ransom (Teton #1) had reached out to Nicholas prior to the meeting with a question about the necessity for applicants to adhere to both the PTSB professional development plan in addition to district level professional development plans after applicants had been on an Exception Authorization for three years and the Teachers of Dual Language Students endorsement has been granted. The Board discussed this matter and felt that an additional professional development plan would not be necessary after the endorsement had been granted since the DLI teacher would already be on a professional development plan at the district level. The Rules will be updated to reflect this change and presented at the next Board meeting for consideration.

### RECOMMENDATION TO ELIMINATE SCHOOL NURSE LICENSURE

Nicholas Bellack discussed the changes in rules that would need to be made in order to eliminate School Nurse Licensure through PTSB based on the recommendation from the survey and Workgroup. The Board staff reviewed the rules and made proposed changes as necessary to smoothly eliminate School Nurse Licensure while avoiding unintended consequences to PTSB, WDE, school districts, and applicants. However, before moving forward, some additional considerations were brought to the Board's attention including: 1) whether or not School Nurses should be eligible to hold a Standard License with an Administrator endorsement if they no longer have the ability to apply for a Standard License with a School Nurse Endorsement, and 2) should Occupational Therapists, Physical Therapists, and other Related Services Personnel be afforded the same opportunity for an Administrator endorsement? It was also noted that the Wyoming Board of Speech Pathology and Audiology has expressed interest in eliminating the School Speech-Language Pathologist K-12 endorsement through PTSB. As such, PTSB's next steps with School Nurse Licensure will set the precedence for the other Related Services fields. Three options were proposed to the Board as follows:

Option# 1: School Nurses are not eligible to hold a Standard License with an Administrator endorsement.

OR

Option# 2: School Nurses are eligible to hold a Standard License with an Administrator endorsement.

OR

Option# 3: School Nurses are eligible to hold a Standard License with an Administrative endorsement and this should be extended to allow Occupational and Physical Therapists to also be eligible to hold the Administrative endorsement.

Additionally, Wyoming Statute 21-7-303 was brought forth for the Board's consideration. This statute specifically states that no person shall teach or supervise in a public school in Wyoming and receive compensation if they are not a holder of a PTSB license or permit. The Board advised the Board Office to further investigate the elimination of School Nurse licensure in reference to this statute before moving forward.

## CAEP UPDATES

Nicholas Bellack announced that the University of Wyoming's College of Education received continued National Council for Accreditation of Teacher Education (NCATE) Accreditation from the Council for the Accreditation of Educator Preparation (CAEP) (NCATE officially merged with Teacher Education Accreditation Council (TEAC) in 2013 to become CAEP and is currently still working on converting all accreditations to be under CAEP). Leslie Rush touched on the need for more data that is reliable, valid, and comparable to be collected. Molly Potas discussed her experience serving on a CAEP team for an accreditation visit outside of Wyoming and was able to discuss some of the important factors involved in a visit. CAEP sent a notice to PTSB of a restructured calculation of membership fee structure that was approved by its Board of Directors in June of 2016. The updated fee schedule will take effect on July 1, 2017. The total fees for Wyoming will be \$3,490 which is an increase of almost \$1,300.

Dan Mayer moved and Jason Wheeler seconded that the University of Wyoming continues to be an approved educator preparation provider based on its updated national accreditation in the area of educator preparation. Leslie Rush abstained from voting. Motion carried.

## COMMITTEE REPORT ON UPDATING PTSB'S CONDUCT GUIDE

Board Member, Dan Mayer provided an update on the Conduct Guide Committee's progress on revamping PTSB's Conduct Guide. The Conduct Guide Review Committee has had two meetings (October 18th and November 29th) surrounding the task of updating PTSB's current Professional Conduct Guide. So far, the committee has considered utilizing principles from the Model Code of Ethics for Educators (Responsibility to the Profession, Responsibility for Professional Competence, Responsibility to Students, Responsibility to the School Community, and Responsible and Ethical Use of Technology) as a framework for the forthcoming updated guide. Principles from our current conduct guide will be revised, updated and added to this framework in addition to committee member-recommended principles. The aim continues to be to create a practical, up-to-date, and easy-to-reference guide that can be utilized in many contexts.

## DIRECTOR'S REPORT

Nicholas Bellack provided a brief director's report discussing updates on several PTSB projects and daily duties.

- Staff-update: Nicholas Bellack gave accolades to the Board Office staff for their teamwork and dedication to stakeholders.
- Application volume for 2016 was slightly below 2015 totals but maintained an overall consistent average. Workshops numbers are the highest they have been in the past six years and are 8% higher than the previous five-year average of 1,209. PTSB has already processed 313 workshop requests this year.
- Financial Report: PTSB's B-II Request to the Governor's Office for the approval of the continuation of the Board's AWEC office assistant position for the 2017-2018 Biennium was approved and is reflected in the budget. The Board's budget and cash balance remains consistent and is in good standing.
- HB0062 → HEA0040 → 2014 Session Laws Chapter 69 delegates temporary licensure authority to the Board Office. However, the Board must "review and approve" the issued licenses.

Tracy Ragland moved and Jason Wheeler seconded for the Board to ratify all licenses listed in the Google Doc link provided for the Board's review. Motion carried.

- Legislative Activities: Nicholas discussed SF0035 and HB0196 as bills he will closely be monitoring due to the effects these bills may have on PTSB.
  - John Lyttle pointed out that there is some legislation proposed that could limit the amount of professional development days, which could affect the Board workshop numbers.
- Nicholas provided an update regarding the Educator Credentialing System (ECS) and the Professional Licensing Renewal (PLR) system. If HB0196 goes through as it is proposed today, it would require PTSB to be utilizing the ECS system by July 1, 2017. Much work will need to be done on the system such as data migration, reports building, applications building and staff training in order to fully move into the system. This date causes concern based on the fact that PTSB is currently without a director and entering into its busy season. Learning and implementing the new system in the midst of the busy season would not be recommended as it could significantly increase application process times and have unintended consequences for educators needing to be licensed by the first day of school in August.

ETS has reinstated the PLR system and will keep it running until PTSB is able to completely move into the ECS. PTSB is in communication with Enterprise Technology Services (ETS) and has a meeting scheduled with ETS's CIO, Tony Young, on January 31, 2017 to discuss the time frame of implementing the system. Tony Young wished to share the following message with the Board:

- “Enterprise Technology Services (ETS) has agreed to temporarily reinstate the PLR system for online teacher renewals. ETS will work with PTSB on the implementation of the new Education Credentialing System (ECS). Some final work for full achievement is required, including the transfer of existing data, some reports and forms development and perhaps a few other adjustments.”

#### **BOARD MEMBERSHIP – UPDATE ON NOMINATIONS FOR EXPIRING TERMS**

Nicholas Bellack provided a quick update regarding nominations for expiring terms on the Board. All six nominations have been requested by PTSB to the appropriate nominating body (based on the expiring term). So far, PTSB has received three of the six requested nominations. Board terms expire on March 1, 2017 unless an appointment has not been made at that time for the expiring term (per clarification from Board Advising Attorney, Mackenzie Williams).

#### **CONSIDERATION OF A POTENTIAL QUARTERLY STAFF SURVEY OF BOARD OFFICE PERSONNEL**

The Board briefly discussed the potential of a quarterly staff survey of Board Office personnel. Molly Potas felt there was a lack of voice from the staff to the Board and this would be a good way to address this issue in light of having an external Board. Dan Mayer mentioned that quarterly may be too frequent depending on the design of the survey. The Board would like to discuss this further at future meetings.

**CONSIDERATION OF CREATING A COMMITTEE TO EXPLORE HOW TO BETTER MONITOR THE DIRECTOR POSITION**

Due to time and wanting to conduct more research, this topic was postponed to be discussed at a future meeting.

**FUTURE MEETINGS**

The Board had previously scheduled future Regular Board Meetings for March 20, 2017 via Zoom video conference from 3:05 pm to 5:00 pm, and for June 12-13, 2017 in Laramie.

Dan Mayer moved and Liesl Sisson seconded to move the March 20, 2017 regularly scheduled meeting to March 21, 2017 to allow the Board to interview candidates for the Executive Director position. Motion carried.

**MEETING ADJOURNED**

The meeting was adjourned at 5:37 p.m.