

PROFESSIONAL TEACHING STANDARDS BOARD (PTSB)  
ZOOM VIDEO CONFERENCE & PTSB OFFICE  
MARCH 21, 2017

**CALL TO ORDER – 3:10 P.M.**

Present: Board: Rachel Gibson, Shawn Peck, Liesl Sisson, Jason Wheeler, Dan Mayer, Leslie Rush, Aaron Jensen, Tracy Ragland, John Lyttle, and Janice Marshall; Staff: Nish Goicolea, Nicholas Bellack, and Ashley Graham; Attorney General's Office: Mackenzie Williams; Guests: Brent Bacon from the Wyoming Department of Education, Kathy Scheurman from the Wyoming Education Association, John Abrams, Superintendent of Laramie County School District #2, and Keri Shannon, Campbell County School District #1

**INTRODUCTIONS**

Nicholas Bellack introduced PTSB's new Executive Director, Nish Goicolea, and new Board Member, Rachel Gibson.

**ADOPTION OF AGENDA**

Moved by Liesl Sisson and seconded by Leslie Rush to approve the agenda as presented with the addition of two additional agenda items: Settlement Agreement for Docket# 2014-009 and Coding Discussion. Motion carried.

**ELECTION OF BOARD OFFICERS**

Moved by Shawn Peck and seconded by John Lyttle to nominate Tracy Ragland as Board Chair. Motion carried.

Tracy Ragland was the sole nominee and was elected as Board Chair.

Moved by Shawn Peck and seconded by Leslie Rush to nominate Aaron Jensen for Vice Chair. Motion carried.

Aaron Jensen was the sole nominee and was elected as Vice Chair.

Moved by Tracy Ragland and seconded by Liesl Sisson to nominate Jason Wheeler as Parliamentarian. Jason Wheeler was the sole nominee and was elected as Parliamentarian.

**APPOINTMENT OF MEMBERS TO COMMITTEES**

- Executive Committee
  - Tracy Ragland
  - Aaron Jensen
  - Jason Wheeler
  - John Lyttle
- Application Review Committee (ARC)
  - Dan Mayer
  - Leslie Rush
- Investigative Committee I (IC1)
  - Shawn Peck
  - Rachel Gibson

- Investigative Committee 2 (IC<sup>2</sup>)
  - Jason Wheeler
  - Liesl Sisson

### LICENSE RATIFICATION

Moved by John Lyttle and seconded by Dan Mayer for the Board to ratify all licenses listed in the Google Doc link provided for the Board's review. Motion carried.

### ADOPTION OF MINUTES

Moved by John Lyttle and seconded by Jason Wheeler to adopt the Board Meeting minutes from January 23, 2017 and February 27, 2017 with no changes. Motion carried.

### RECOMMENDATION TO CLOSE DOCKET# 2016-029

Moved by Dan Mayer and seconded by Aaron Jensen to close Docket# 2016-029. Shawn Peck and Tracy Ragland abstained from voting. Motion carried.

### SETTLEMENT AGREEMENT FOR VOLUNTARY SURRENDER FOR DOCKET# 2014-009

Moved by Liesl Sisson and seconded by Dan Mayer to approve the Settlement Agreement, Stipulation and Order for Voluntary Surrender for Docket# 2014-009. Jason Wheeler and John Lyttle abstained from voting. Motion carried.

### WDE UPDATE

Brent Bacon provided an update on behalf of WDE. WDE has immersed itself in ESSA planning to try to optimize a plan with the help of stakeholders. Mark Bowers is working on the misassignment report moving forward, but it is unclear how it will exactly look at this time. Dan Mayer mentioned highly qualified in regards to Special Education Teachers and his interest on what that would look like with the new ESSA regulations. There are changes happening with Title II funding which will cause some districts to get more funding while others will get less, but specifics on these changes will not be clear until that allocation comes out. It appears as though the funding will be based on a ranking system per district based on poverty. WDE is trying to put the word out to all of the districts as promptly as they can to help them to prepare. WDE is working with the Wyoming State Board of Education to address Senate File 36 regarding leader evaluations, which must be completed by 2018.

### ESSA UPDATES

John Abrams, who is Superintendent for Laramie County School District #2 and currently serving on Wyoming's Consolidated State Plan for ESSA, provided some updates on Wyoming's ESSA standards updates. John discussed issues with Art, Music, and Science standards and how the committee is addressing those. As a representative on the committee he wants to make ESSA work more for the overall demographic of Wyoming rather than the larger states and Washington. John is suggesting that we do not do away with the rules, but be thoughtful about the process for districts. Dan Mayer echoed John's concerns. He said people read the new ESSA rules and assume the rules no longer apply because they are more lax, however, the state is fine tuning it. They would like it to meet the needs of the large and small districts in Wyoming.

Nicholas Bellack serves with John Abrams on the Wyoming's Consolidated State Plan Section 5 Committee. Nicholas discussed the Committee's long-term goals, which include consultation and performance management, academic assessments, accountability, support and improvement for schools, supporting excellent educators, and supporting all students. The ESSA: Section 5 committee which consists of three focus areas, which

are 1) educator development, retention, and advancement, 2) support for educators, and 3) educator equity. The committee is also focusing on ESSA at a national level, how it will look in the coming months, and flexibility needed.

Leslie Rush discussed potential changes to the post-baccalaureate licensure program at UW. The program is an alternative licensure program for someone who already holds a bachelor's degree in the content area and is now interested in teaching. These applicants currently have the University of Wyoming (UW) complete a transcript evaluation where any coursework already taken in the desired content area is counted towards their education program. They are looking at entrance alternatives to provide a little more flexibility for alternative route students.

#### **RECOMMENDATION TO PROMULGATE RULES: CHAPTER 7 - COACHING**

PTSB Rules and Regulations Chapter 7 – Coaching has recently been reviewed for accuracy. Class requirements in this chapter occasionally need to be updated to reflect the current titles for required coursework. Additionally, and after consultation with the Board's Advising Attorney General, Mackenzie Williams, language was carefully selected in order to provide more longevity for the requirements in this chapter.

Moved by Dan Mayer and seconded by Jason Wheeler to begin the rules promulgation process for Chapter 7, PTSB Rules and Regulations related to coaching as presented in the Board Packet attachment 10.I. Motion carried.

#### **RECOMMENDATION TO PROMULGATE RULES RELATED TO DUAL LANGUAGE IMMERSION LICENSURE**

The Board Office has had several meetings with school districts across the state surrounding what flexibility may be needed for Dual Language Immersion (DLI) programs. The workgroup brought its initial thinking to the October Board Meeting and the Board provided feedback. Specifically, the Board emphasized the importance of an efficient process which utilized mentors and a clearly-articulated professional development plan. Additionally, the Board expressed interest in utilizing an Exception Authorization mechanism to ensure teachers using this route would have sufficient guidance. After digesting that feedback, the workgroup presented rule language at the January 23, 2017 Regular Board Meeting. A question arose during the same meeting regarding the necessity of having a professional development plan once the applicant finished his/her three years of holding an Exception Authorization. The rationale given was that districts have their own professional development offerings for educators and the professional development plan attached to the DLI Endorsement may be redundant. DLI endorsement holders would already have successfully completed three years of all the requirements related to the Exception Authorization which includes a detailed professional development plan specific to DLI instruction. After consideration, the Board agreed that a professional development plan could be seen as redundant for those applicants eligible for the DLI endorsement.

Moved by Shawn Peck and seconded by Liesl Sisson for the Board Office to begin the rules promulgation process for Chapter 4 and Chapter 5 PTSB Rules and Regulations related to Dual Language Immersion as presented in attachments 11.1 and 11.2. Motion carried.

#### **RECOMMENDATION TO ELIMINATE SCHOOL NURSE LICENSURE (DISCUSSION)**

PTSB conducted a School Nurse Survey last November which was sent to 70 superintendents, human resources directors, and school nurses in all 48 School Districts, of which, 41 school nurses from 28 school districts responded. The results from this survey were brought to a School Nurse Stakeholder group who reviewed the results and in an overall consensus recommended to eliminate School Nurse Licensure through PTSB.

At its last Board Meeting, PTSB was advised to conduct further research into possible implications of completely eliminating School Nurse Licensure, specifically in regards to W.S. § 21-7-303(a). It was found that some school nurses teach (health or health occupation courses) or hold supervisory (School Nurse Coordinator) roles in some Wyoming districts which could be interpreted as not being in compliance with the above statute. The Department of Education's current practice is to allow nurses to hold these positions without a PTSB Standard Educator License.

While the current practice is that School Nurses are allowed to teach certain classes or hold supervisory roles without a PTSB license in Wyoming districts, there is potential that W.S. § 21-7-303 could be interpreted as being necessary should the Department of Audit find that school nurses serving in an additional capacity should fall under this statute's guidance. If there is any situation where a PTSB Standard Educator License is required, there must be Rules in place to support this.

Therefore, it is the recommendation of the Board Office to take one additional step in this process in order to ensure that eliminating School Nurse licensure will have no unintended consequences. This next step would be to gather the Department of Audit, relevant Wyoming Department of Education employees, our Advising Attorney General, Mackenzie Williams, and PTSB together in order to develop a mutual understanding of all discussion points before moving forward with any action. Once this final step is taken, the Board will be presented with these findings and will be better poised to proceed with choosing how to move forward. The Board agreed to move forward as recommended by the Board Office staff.

#### **UPDATE ON DRIVER'S EDUCATION TEST**

Per PTSB Rules and Regulations, a candidate wishing to obtain a Driver's Education Permit must pass a PTSB-approved driver's education exam. The most currently accepted test used by PTSB (PRAXIS II Driver Education (0867)) has been discontinued by Educational Testing Service (ETS). Terry Owens, PTSB's Client Relations Director for ETS, reached out to her organization to see if PTSB would be able to use the discontinued test. ETS has since graciously offered PTSB the use of their discontinued Praxis Driver Education test for no cost. A contract has been approved and signed by the Wyoming Attorney General's Office, PTSB, and ETS which confirms and sets parameters for PTSB's use of the test. The Board Office is in the midst of developing policy for the administration of this test and anticipates applicants will be able to take the test starting in April.

Moved by Liesl Sisson and seconded by Dan Mayer to adopt the "Praxis Driver Education test" with a passing score of 165 as an approved examination for the Driver's Education Permit. Jason Wheeler abstained from voting. Motion carried.

#### **CODING DISCUSSION**

John Lyttle discussed the difficulties districts are having finding teachers who are able to obtain the certification needed to teach coding as a class.

Nicholas Bellack discussed several options that could serve to get educators certified to teach coding in the classroom; such as the PIC Permit, a computer science endorsement, potentially utilizing business teachers, and licensure by route of the Demonstration of Competency. Unfortunately, many of these routes require coursework that is equivalent to being a coding professional and there is a salary shortfall between being a professional in the field and an educator. Having IT professionals in the community volunteer their time was also discussed as an option as well. Another option for PTSB to consider is creating a permit area. Laurel Ballard (WDE) will be working with Nicholas to come up with a better resolution all around. She is intending on coming to our June Board Meeting with more direction for the Board. Leslie Rush offered herself as a point of contact for districts interested in looking into the faculty option presented by W.S. § 21-7-303.

## DIRECTOR'S REPORT

Nish Goicolea introduced herself and discussed her background and announced her official full-time start date as PTSB's Executive Director will be June 5<sup>th</sup>.

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

- **Staff Updates:** PTSB has hired a new temporary employee, Danika Stone, to help the Board Office staff through the busy season as well as through the maternity leave of PTSB's Office Assistant. The staff has enjoyed having Danika and she has really stepped up in her short time at the office. Nicholas gave his accolades for Danika's speedy training to the entire office. Many of the staff were able to be a part of the Executive Director Interviews from which Nish was hired. The staff as a whole has been working as a team to update all of PTSB's applications. Another staff-wide goal is archiving, which is almost completed for this year.
- **Update on Application & Workshop Processing:** PTSB has seen some fluctuations in its application numbers including January being its second slowest month and February being the second busiest month in the last six years. Applications are steadily increasing in March, which is consistent with previous years where March and April were the two of PTSB's busiest months. On average, 63% of applications are processed between March and August while 37% are processed from September through February. The current processing time for PTSB is 4 to 6 weeks.
- **Financial Report:** PTSB has expended 27.4% of its budget and we are currently 33.3% of the way through the biennial budget time period. Nish and Nicholas have begun the preliminary work on the 2019-2020 biennial budget. There are many steps to finishing this process and it is very important to monitor its progress as the PTSB will now have to obtain Legislature approval rather than Governor approval from now on for the AWEC Office Assistant position.
- **Update on Legislative Session:** PTSB was active this legislative session monitoring several bills and amendments. Nicholas thanked Tracy Ragland, John Lyttle, and Molly Potas for helping out the Board Office during the legislative session by attending meetings and fielding phone calls.
  - The online licensure system was a topic of interest that was the focus of HB 196, two amendments, all of which did not pass or were taken out. However, PTSB's online licensure system is a priority five (5) to the JEC.
  - Virtual education was also discussed in SF35 → SEA 57. PTSB will be working with the State Board of Education and WDE to align professional development requirements for virtual education teachers with PTSB's rules and regulations.
  - Speech-Language Pathology and Audiology will now have statute that defines what a Speech-Language Pathology Aide can do from SF 44 → SEA 44. This does not directly impact PTSB, but PTSB offered assistance to the Board of Speech-Language Pathology and Audiology while they were creating this new area.
- **Update on the online Educator Credentialing, Assignment Validation, and Reporting System and the Professional Licensing Renewal (PLR) System:** Per PTSB's Fiscal Technician, Jeannie Berton, PTSB's budget currently has funds set aside that can be utilized in the efforts of completing the Educator Credentialing System. Six Actual and Enterprise Technology System (ETS) have a weekly monitoring sheet with project updates which serves as a transparent communication and progress tool with PTSB. The system is currently in the data migration stage and progress is expected to be made over the summer through September with a gradual transition into the system. ETS has provided PTSB with a price-point of \$7,600.00 to finish out the Educator Credentialing

System. This price-point includes development, quality assurance testing, user acceptance testing, and deployment.

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

Nicholas Bellack stated that the Board Office would be willing to dedicate some time to seek different options for the Board's consideration. Leslie Rush said that the staff coming up with options they feel comfortable with will be important for the Board to consider. Dan Mayer said that the Executive Committee needs to tie in the goals for the Executive Director for the survey. The Board charged the Board Office staff with bringing survey options to the June Board Meeting.

#### **CONSIDERATION OF CREATING A COMMITTEE TO EXPLORE DIRECTOR EVALUATION**

The Board would like to move this agenda item to the June Retreat Agenda to allow the Board to work directly with Nish Goicolea.

#### **FUTURE MEETINGS**

The Board had previously scheduled its next Board Meeting for June 12-13, 2017 via Face-to-Face in Laramie, WY. The Board tentatively set its October Board Meeting for Monday, October 30, 2017.

#### **MEETING ADJOURNED**

The meeting was adjourned at 5:01 p.m.