

**PROFESSIONAL TEACHING STANDARDS BOARD (PTSB)
HOLIDAY INN, CODY WY – HOO DOO TE ROOM
JUNE 15-16, 2015**

CALL TO ORDER – 12:00 P.M.

Present: Board: Molly Kinsey, Shawn Peck, Molly Potas, Liesl Sisson, Dan Mayer, Leslie Rush, Michael Day, Aaron Jensen, Tracy Ragland, John Lyttle (via Hangout), Janice Marshall; Staff: Andrea Bryant, Nicholas Bellack, and Ashley Graham; Attorney General's Office: Mackenzie Williams; Wyoming Department of Education: Brent Bacon; Wyoming Education Association: Kathy Scheurman; University of Wyoming: Mark Byra; Educational Testing Services: Terry Owens; Guests: Chad Ransom (Teton County School District #1), Verba Echols (Natrona County School District #1)(via Hangout);

ADOPTION OF AGENDA

Moved by Tracy Ragland and seconded by Shawn Peck to adopt the agenda. Motion carried.

ADOPTION OF MINUTES

Moved by Shawn Peck and seconded by Aaron Jensen to adopt the minutes from March 9, 2015 with no changes. Motion carried.

DUAL LANGUAGE IMMERSION PRESENTATION BY CHAD RANSOM, TETON #1

Andrea Bryant provided a summary of what Dual Language Immersion (DLI) is and PTSB's role in establishing related policy thus far. Chad Ransom from Teton County School District #1 provided a PowerPoint presentation explaining their program including their outcomes data collected and vision moving forward. It is the goal of the PTSB to be a good partner in this program and to help the districts overcome current hiring challenges.

DIRECTOR'S REPORT

Andrea Bryant discussed that the PTSB has eight positions (Director, Assistant Director, Executive Assistant, three Licensing Specialists, Receptionist, and an Office Assistant). It had been PTSB's goal to evaluate the need for an Office Assistant after the launch of its new online licensure system. It has become apparent that PTSB will need to be fully staffed with eight employees. PTSB has had high turnover for its Receptionist and Office Assistant positions due to these positions being classified as At-Will Employee Contract (AWEC) positions that have no State benefits. Due to summer being PTSB's busy season, it is necessary to hire one to two temps to support the office during this time which typically occurs from May through September. PTSB currently has one temp hired for this summer. PTSB's Receptionist has recently put in her notice that she is leaving the first week of July and PTSB is beginning the process of identifying a replacement.

Andrea also discussed application processing, PTSB's financial report, and updated the Board on use of the WyoBoards.gov email accounts.

Lastly, Andrea provided an update on the new online licensure system. PTSB has been working on moving into an online licensure system since Andrea started working here four years ago. The historical context is important to understand why some decisions were made by the Legislature such as giving the implementation responsibility and the appropriation of \$1.6 million to another State agency to manage, specifically the Department of Enterprise Technology Services (ETS) (note this is not Educational Testing Service (ETS) that provides the PAWS testing and Praxis testing programs). The Legislature also expanded the scope of the project to encompass assignment validation, which is a responsibility of the Wyoming Department of Education (WDE). As a result of the

Legislature's decision to give implementation responsibility and related funding to ETS, control over the system has been taken away from PTSB and WDE, and PTSB has not been able to successfully advocate for its stakeholders' needs.

The Board had directed the Office Staff at the March Board Meeting to send a memo to the Enterprise Technology Systems (ETS) Agency, in an attempt to strengthen our partnership, to request additional information and transparency particularly with project expenditures. ETS sent a response to the Board's memo claiming that because PTSB's Director continually requested additional features, there was no money left for development of the system so what the system has now is all PTSB is getting. The current state of the system is that it almost performs at the same minimal functionality as PTSB's current system with a couple new features. The Director was able for the most part to at least successfully advocate to maintain most of the functionality that is available to educators, school districts, and workshop facilitators with her continual requests for additional features, but very few of the expected features that represent the industry standard will be included. As also requested at the March Board Meeting, the staff performed a comparative analysis of what our current system does, what the new system will do, and what the system was expected to do, and this information was shared with the Joint Education Committee at the meeting on June 4-5, 2015.

Leslie Rush suggested that the Board form a subcommittee of the Board to collaborate on a unified message from the Board regarding the status and progress of the new system. Leslie Rush, Molly Potas, Shawn Peck, and Molly Kinsey all volunteered to be a member on this committee.

EXECUTIVE SESSION

Moved by Shawn Peck and seconded by Molly Potas to move into executive session at 4:18 pm to discuss personnel matters. Motion carried.

Executive Session concluded at 5:29 pm.

RECESS

The Board recessed for the day at 5:30 pm.

RECONVENE

The Board reconvened the meeting on Tuesday, June 16, 2015 at 8:04 am.

EXECUTIVE SESSION

Moved by Michael Day and seconded by Leslie Rush to move into executive session at 8:05 am to discuss personnel matters. Motion carried.

Executive Session concluded at 8:30 am.

DIRECTOR FEEDBACK COMMITTEE

The Board formed a subcommittee of the Board to be known as the Director Feedback Committee consisting of Aaron Jensen, Dan Mayer, Tracy Ragland, and Molly Potas. The first task for this committee will be to formalize the feedback for the Director's evaluation via a teleconference meeting on Monday, June 22 at 9:30 am.

PRAXIS PRESENTATION AND REVIEW

Terry Owens with Educational Testing Services (ETS) is PTSB’s assigned Client Relations Director and she provided a presentation on ETS and available products. ETS strives to provide innovative and meaningful measurement and assessment solutions that improve teaching and learning, expand educational opportunities, and inform policy.

Terry, with Nicholas Bellack, presented information to the Board on the newly available Praxis test for Computer Science.

Moved by Tracy Ragland and seconded by Dan Mayer for PTSB to adopt the Praxis 5651 Computer Science test to allow applicants to add Computer Science endorsements via the Demonstration of Competency with a cut score of 171. Motion carried.

Terry and Nicholas also presented information on the Early Childhood Test Review conducted by PTSB recently.

Moved by Dan Mayer and seconded by Leslie Rush for PTSB to adopt the endorsement area specific tests and relevant cut score recommendations from the Early Childhood Test Review Committee as listed in the “Testing Recommendations for Early Childhood Endorsement Areas” table. Motion carried.

Table: Testing Recommendations for Early Childhood Endorsement Areas

ENDORSEMENT AREA	TEST RECOMMENDATION	RECOMMENDED CUT SCORE
<i>Early Childhood Preschool Birth-Age 5</i>	5531 Pre-Kindergarten Education	155
<i>Early Childhood Birth-Age 8 or Grade 3</i>	5024 Education of Young Children	<i>cut score already set at 160</i>
<i>Early Childhood Special Education Birth-Age 5</i>	5023 Interdisciplinary Early Childhood Education	166

Terry concluded her presentation by debuting a new test that ETS will be offering related to educator ethics. There has recently been much action in the education community toward producing a “Model Code of Ethics for Educators” (MCEE). The National Association of State Directors of Teacher Education and Certification (NASDTEC) has been at the forefront of bringing this idea to a reality by presenting a case for the necessity of the code and formally adopting the MCEE at the NASDTEC Annual Meeting in early June 2015. PTSB has partnered with several education organizations including the Wyoming Education Association (WEA) and the Wyoming Association of School Administrators (WASA) among others in disseminating information so that our stakeholders could comment on the draft code while it was out for public comment. Based on the tenants of the MCEE, ETS has developed a test in partnership with Georgia addressing educator ethics, and Terry presented information about this new test to the PTSB.

CAEP UPDATE

Andrea Bryant provided a recap of her participation with CAEP over the last year. In 2011, NCATE and TEAC merged to become CAEP. She attended an NCATE Legacy Accreditation visit for an institution in Colorado that will be similar to the one the University of Wyoming (UW) will go through in 2016. Her role for this visit was an observer for that team. PTSB only has one educator preparation program. When she attended the NCATE Legacy Accreditation she came back and provided guidance regarding the process to Leslie Rush of UW. Andrea still

needs additional training and it has become more difficult to obtain as CAEP is no longer providing training on NCATE Legacy Accreditation. To address this hurdle Andrea has utilized her networking skills to discuss the process with other states that have gone through this specific accreditation.

PTSB has a State Partnership Agreement with CAEP as well as a State Protocol that was in place with NCATE to outline how accreditation visits in Wyoming will be handled. Andrea will be reviewing both agreements as CAEP is willing to allow PTSB some flexibility with which agreement to follow UW's upcoming visit. In PTSB's agreement there is at least one observer from the Board as well as one from the Wyoming Education Association. Andrea will be the State representative. Aaron Jensen, Dan Mayer, Molly Potas, and Tracy Ragland all volunteered to be considered for the Board Member observer roles. Andrea will be reviewing the NCATE and CAPE agreements to decide which one is the best fit for PTSB at this time and to determine how many Board Member Representatives are allotted to that agreement.

PROGRAM APPROVAL OF UNIVERSITY OF WYOMING PROGRAMS

Andrea Bryant provided an overview of the extensive process necessary for program approval. PTSB provides program approval to programs offered by the University of Wyoming (UW) that lead to licensure or endorsement in the state of Wyoming. Dr. Mark Byra from UW was available for questions for the Adapted Physical Education K-12 program, and Dr. Leslie Rush from UW was available for questions for the English Education 6-12 program.

Tracy Ragland moved and Dan Mayer seconded for the Master of Science in Counseling with a Concentration/Specialty in School Counseling Program be approved for continued program approval through the expiration of the current national accreditation cycle (March 31, 2020). Leslie Rush and Michael Day abstained from voting due to a conflict of interest. Motion carried.

Shawn Peck moved and Tracy Ragland seconded for the Master of Science in Speech-Language Pathology K-12 Program be approved for continued program approval through the expiration of the current national accreditation cycle (December 31, 2016). Leslie Rush and Michael Day abstained from voting due to a conflict of interest. Motion carried.

Dan Mayer moved and Janice Marshall seconded for the Adapted Physical Education K-12 Program be approved for continued program approval through the next CAEP accreditation decision in 5-7 years. Leslie Rush and Michael Day abstained from voting due to a conflict of interest. Motion carried.

Liesl Sisson moved and Aaron Jensen seconded for the Agricultural Education 6-12 Program be approved for continued program approval through the next CAEP accreditation decision in 5-7 years. Leslie Rush and Michael Day abstained from voting due to a conflict of interest. Motion carried.

Janice Marshall moved and Tracy Ragland seconded for the Art Education K-12 Program be approved for continued program approval through the next CAEP accreditation decision in 5-7 years. Leslie Rush and Michael Day abstained from voting due to a conflict of interest. Motion carried.

Dan Mayer moved and Janice Marshall seconded for the English Education 6-12 Program be approved for continued program approval through the expiration of the current national recognition cycle (February 1, 2024). Leslie Rush and Michael Day abstained from voting due to a conflict of interest. Motion carried.

Dan Mayer moved and Janice Marshall seconded for the Special Education Endorsement Program be approved for continued program approval through the expiration of the current national recognition cycle (February 1, 2024). Leslie Rush and Michael Day abstained from voting due to a conflict of interest. Motion carried.

RULE CHANGES

Chapter 6 Lifetime Substitute Permit: The changes to the Lifetime Substitute Permit will remove the requirement that teachers must apply for the Permit within five (5) years after retiring. The Board determined that the restriction on when educators who retire as fully licensed teachers need to apply for this permit was unnecessary. The change allows districts more flexibility for hiring fully qualified substitutes.

Chapter 6 Visiting Foreign Teacher Permit: The changes to the Visiting Foreign Teacher Permit will extend the permit validity period from one (1) year to three (3) years and clarify that it is non-renewable. The current rules are too ambiguous on whether this permit is renewable, and these changes address this ambiguity. This three-year period coincides with the term of a J-1 Visa that a visiting foreign teacher would obtain to enter the country. The extended period would also save the applicant money as it would not need to be renewed for the duration of the teacher's visa.

Leslie Rush moved and Shawn Peck seconded to approve the final adoption of the rule change to Chapter 6 as presented. Motion carried.

Chapter 2 and 3 Clean-up and Clarification: The changes to these chapters clarify and update the requirements for reinstatement applicants after educators allow their licensure to lapse. Routes for reinstating an Educator License are being expanded to include allowing reinstatement applicants to reinstate through experience verification using both Wyoming and out-of-state experience. The Rules about reciprocity in Chapter 3 are also being clarified to more clearly articulate when reciprocity may be utilized as a route to licensure in Wyoming. Wording in the chapters has also been clarified throughout to make the PTSB Rules more accessible to Wyoming citizens.

Tracy Ragland moved and Leslie Rush seconded to approve the proposed rule change to Chapter 2 and 3 as presented so that the Board staff may begin the rule change process. Motion carried.

FUTURE MEETINGS

The Board discussed establishing Regular Meetings by way of resolution as it has been the Board's practice to schedule meetings at least three months in advance.

Michael Day moved and Tracy Ragland seconded to schedule the next Regular Board Meeting for October 12, 2015 at 8:00 a.m. in Casper, Wyoming. Motion carried.

Tracy Ragland moved and Janice Marshall seconded to schedule a Regular Board Meeting for January 25, 2016 at 3:00 p.m. via the WEN Video System.

MEETING ADJOURNED

The meeting was adjourned at 4:59 p.m.