



Not official until approved

MINUTES OF THE STATE OF IDAHO PROFESSIONAL STANDARDS COMMISSION (PSC) MEETING

THURSDAY, SEPTEMBER 16, 2021

Kathy Davis called the meeting to order at 9:05 AM.

Members present: Kathy Davis, Steve Copmann, Lori Sanchez, Marianne Sletteland, Emma Wood, Mike Wilkinson, Tate Castleton, Kristi Enger, Karen Pyron, Mike Haynal, Jamee Nixon, Ramona Lee, Mark Gorton, Katie Horner, Peter McPherson, Angela Gillman (late)

Members absent: Paula Kellerer

Staff present: Lisa Colón Durham, Cina Lackey, Helen Henderson, Mandy Fulbright, Sandy Bonas, Robert Berry

Guests present: Sami Edge, Nate Dean

1. Agenda Review/Approval

M/S (Lee, Sletteland)

I move to approve the September 16-17, 2021, agenda as written. Voice vote. **Motion Carries**

2. Minutes Review/Approval

M/S (Copmann, Saffle)

I move to approve the minutes from the June 17-18, 2021, meeting. Voice vote. **Motion Carries**

3. PSC Full Team Orientation- Work session

Members learned about the work of the PSC and each of its committees. Deputy Attorney General Robert Berry explained Open Meeting Laws and Public Records.

4. Consideration of Final Orders/Stipulation Adoptions

Case # 22027 M/S (Enger, Wilkinson)

In case number 22027, concerning the certificates of Marvin Hansen, I move that the Professional Standards Commission enter a final order that is effective when signed, incorporating as findings of fact the allegations in the administrative complaint, adopting any counts alleged by the Chief Certification Officer as conclusions of law, and imposing the discipline requested by the Chief Certification Officer in her Request for Relief in the Administrative Complaint.

Roll call: Castleton – Yes, Copmann – Yes, Davis – Recused, Enger – Yes, Gillman – Yes, Gorton – Recused, Haynal – Yes, Horner – Yes, Lee – Recused, McPherson – Recused, Nixon – Recused, Pyron – Recused, Sanchez – Yes, Sletteland – Yes, Wilkinson – Recused, Wood – Yes. **Motion Carries**

Case # 22025 M/S (Copmann, Pyron)

In case number 22025, concerning the certificate of Jason Brower, I move that the Professional Standards Commission accept the proposed stipulation as written and enter the accompanying consent order, which will be effective once signed.

Roll call: Castleton – Yes, Copmann – Yes, Davis – Recused, Enger – Yes, Gillman – Yes, Gorton – Recused, Haynal – Yes, Horner – Yes, Lee – Recused, McPherson – Recused, Nixon – Recused, Pyron – Yes, Sanchez – Yes, Sletteland – Yes, Wilkinson – Recused, Wood – Yes. **Motion Carries**

5. PSC Annual Report 2020-2021

Lisa Colón Durham presented the 2020-2021 Professional Standards Commission Annual Report. PSC committee activities were summarized and discussed. With PSC approval, the annual report will be presented at the next regularly scheduled meeting of the Idaho State Board of Education (Board).

M/S (Wilkinson, Gorton)

I move to accept the annual report as presented. Voice vote. **Motion carries.**

Kathy Davis adjourned the full Commission meeting at 11:22 AM.

COMMITTEE WORK UPON ADJOURNMENT OF FULL COMISSION

FRIDAY, SEPTEMBER 17, 2021

Kathy Davis called the meeting to order at 9:00 AM.

Members present: Tate Castleton, Steve Copmann, Kathy Davis, Kristi Enger, Angela Gillman, Mark Gorton, Mark Haynal, Katie Horner, Ramona Lee, Peter McPherson, Jamee Nixon, Karen Pyron, Lori Sanchez, Marianne Sletteland, Mike Wilkinson.

Members absent: Paula Kellerer, Emma Wood

Staff present: Lisa Colón Durham, Cina Lackey, Mandy Fulbright, Helen Henderson, Sandy Bonas, Robert Berry

1. Consideration of Final Orders/Stipulation Adoptions

No items were presented.

2. Administrative Report

Lisa Colón Durham, Chief Certification Officer, provided the Administrative Report.

New PSC Member Orientation

New Commission members attended a virtual orientation on Wednesday, September 8, which covered PSC membership, overview of committee work and PSC meeting basics.

Idaho Standards for Initial Certification of Professional School Personnel

The Board will consider proposed educator standards at their October 20-21, 2021 Board Meeting.

IDAPA 08.02.02 – Rules Governing Uniformity

The Office of the State Board of Education held negotiated rulemaking on Friday, July 30, 2021, and the PSC's recommendations were considered. The Board approved the proposed changes at their meeting August 26, 2021.

The majority of recommendations from the PSC were proposed. Additional revisions proposed by Board staff included:

- Removal of all instructional staff endorsements from administrative rule, to be included in Board policy.
- Increased authorization validity period for Alternative Authorization – Teacher to New Certificate, Content Specialist, and Pupil Service Staff, from one (1) year and renewable for two (2) additional years, to three (3) years. No changes were proposed to Alternative Authorization – Teacher to New Endorsement.
- Non-traditional route requires completion of non-traditional route prior to completion of a two (2) year state board approved mentoring program and two years of successful evaluations.
- Continuing educator preparation program review will occur on a timeline and in a format determined by the Board.

Many public comments were received by the department in opposition to the proposed

amendments to the Interim School Psychologist endorsement requirements.

Now that the Board has approved the above proposed amendments, the proposed rule should be published in the October Administrative Bulletin, scheduled for October 6, 2021. Upon publication, a formal 21-day public comment period begins. The Board normally holds a special meeting in the month of November to review additional revisions to the rule made in result of public comments received. If approved by the Board in November, the rule is considered a pending rule, which is to say it's pending legislative approval. By the time the February PSC meeting occurs, we should have a good idea of whether the changes will be approved by the legislature.

Helen Henderson will provide PSC members an email with a link to the proposed rule when published, which will include information about how to make a public comment

Educator Preparation Program Reviews - Recruitment emails coming soon.

- Lewis-Clark State College – Full State & CAEP: December 11-14, 2021
- Northwest Nazarene University – Full State & CAEP: March 13-16, 2022

Cina Lackey encouraged members to participate in the Multi State Praxis Assessment Review Score setting process.

3. Office of the State Board of Education Report

Nate Dean, Educator Effectiveness Program Manager, provided a report from the Office of the State Board. Dean encouraged the members to read through proposed rule changes and provide commentary. Additional comments on the proposed changes to the certification standards may be sent directly to the planning and policy officer for the Board, Tracie Bent. All non-traditional route interim certificates will require Board approved mentoring and evaluation.

4. Nominating Body Reports

Kathy Davis provided a report from the Idaho Education Association (IEA). The IEA conducted their Summer Institute virtually. The IEA has a new Executive Director, Paul Stark. Matt Compton is Associate Director. A new Director of Public Affairs is to be hired, and a new attorney has joined the team.

Karen Pyron provided a report from the Idaho School Boards Association (ISBA). The ISBA is handling many issues related to COVID. Karen Echeverria has retired, and Misty Swanson is now the Executive Director of ISBA, and Quinn Perry is Deputy Director. The ISBA Convention will be held in person in November. New legislative proposals are being made at the Convention. It has been proposed that the language in the counseling endorsement be changed to allow the endorsement to include a professional counselor.

Peter McPherson provided a report from the Superintendent's Office. Conversations are happening with the Board of Education and Governor's Office concerning learning loss and

interim assessments. Accountability and Assessment and Content and Curriculum staff are teaming up on a state-wide tour to discuss interim assessments and data. The Governor's Office has dedicated 10 million dollars for classified staff, targeting substitute teachers; it has been expanded to additional classified staff, including bus drivers, paraprofessionals, food service personnel, and custodians.

Karen Pyron stated concern regarding sustaining the increase in salary that classified personnel may require once the COVID money is exhausted.

Ramona Lee provided an update from the Idaho Association of Special Education Administrators. IASEA is experiencing a crisis pertaining to staffing programs and the closure of programs due to a lack of staff availability. Concerns were expressed regarding new students from out of state whose required documents are expired due to COVID.

5. Operations Committee Report

Kathy Davis presented the Operations Committee report and asked Lisa to speak to the procedures manual revision.

a. Procedures Manual Revision PSC Chair Duties

Lisa explained that language was added to the PSC Procedures Manual allowing the PSC Chair to make decisions on procedural motions to set aside a default order and/or final order based upon default, unless the Chair determines a full commission meeting is necessary to rule on the motion.

M/S (Gorton, Sletteland)

I move to adopt the revisions of the Commission Officers section of the PSC Procedures Manual as presented. Voice Vote. **Motion Carries**

Lisa Colón Durham informed the Commission of a new attestation added to the certification application that requires certified professionals to maintain an updated address on file with the State Department of Education (SDE).

b. FY22 Budget Review and Approval – Action Item

Steve Copmann provided a summary of year to date of income and expenditures and asked Lisa Colón Durham to speak about revisions to the FY22 budget. The FY22 budget included revisions based on actual numbers that were not previously identified. The FY22 administrative services budget was revised from \$9000 to \$7400, and computer expenses was revised from \$2800 to \$0. Insurance was revised from \$1700 to \$2200. Rentals/Leases was adjusted from \$12,500 to \$12,100. Payroll/Accounting was revised from \$2000 to \$3000.

M/S (Lee, Wilkinson)

I move to adopt the Revisions to the Fiscal Year 2022 Professional Standards Commission budget as presented. Voice Vote. **Motion Carries**

6. Authorizations Committee Report (APPENDIX A)

Karen Pyron presented the Authorizations Committee report.

The Authorizations Committee reviewed 262 Alternative Authorizations applications for 2021-2022 school year.

Content Specialist Authorizations Reviewed – 117 applications were reviewed; 116 were approved, and one (1) was held to the next meeting. Five (5) CTE applications were reviewed and approved.

Teacher to New Authorizations Reviewed – 21 teacher to new certificate applications were reviewed and approved. 98 teacher to new endorsement applications were reviewed; 97 were approved and one (1) was held to the next meeting. Two (2) CTE Teacher to New Certificate application were reviewed and approved.

Pupil Service Staff Authorizations Reviewed – 19 applications were reviewed and approved.

Due to new guidelines established by the Board at their August meeting, Emergency Provisional applications will no longer require PSC review. The procedures manual has been amended to reflect the new guidelines.

M/S (Pyron, Sletteland)

I move to adopt the revisions to the authorizations committee procedures section of the PSC procedures manual as presented. Voice Vote. **Motion carries**

7. Executive Committee Report (APPENDIX B)

Kathy Davis provided the Executive Committee report.

Probable Cause Determinations Reviews – Information Item

The Executive Committee reviewed two (2) cases with the following outcomes:

- Probable cause was found in one (1) case with the following discipline:
 - One-year suspension with a condition of an ethics course
- No probable cause was found in one (1) case

8. Standards Committee Report (APPENDIX C)

Kristi Enger provided the Standards Committee report.

The committee reviewed a new program proposal from Idaho State University for certification for computer science 6-12. Program design aligns with Idaho Standards for Initial Certification of Professional School Personnel and course requirements in IDAPA 08.02.02, Rules Governing Uniformity.

M/S (Enger, Horner)

I move to recommend Idaho State University's proposed computer science 6-12 program for certification to the State Board of Education for conditional approval. Voice Vote. **Motion Carries**

The Standards Committee received a proposal from Mark Haynal, chair of the Teacher Education and Mathematics division at Lewis-Clark State College, to pilot a desk review process for educator preparation programs with five (5) or fewer completers in the last seven (7) years. The proposal for a desk review of low-completer programs is a result of the work of the Educator Standards Working Group.

The desk review process, if successful, can be included in revisions made to the Educator Preparation Program Review Manual (manual). Revisions to the manual may be feasible regardless of whether proposed revisions to the Idaho Standards for Initial Certification of Professional School Personnel move forward. The piloting of this revision will allow for continuous improvement of the program review process. The Standards Committee accepted this proposal.

The Standards Committee received a proposal from Lori Sanchez, Dean of the College of Education at Northwest Nazarene University (NNU), to pilot a revised standard rubric and report template at NNU's full unit review scheduled for March 14-16, 2022. The proposal for a revised standard rubric and report template resulted from the work of the Educator Standards Working Group.

The revisions to the standard rubric and report template, if successful, can be included in revisions to the Educator Preparation Program Review Manual (manual). Revisions to the manual may be feasible regardless of whether proposed revisions to the Idaho Standards for Initial Certification of Professional School Personnel move forward. The piloting of this revision will allow for continuous improvement of the program review process. The Standards Committee accepted this proposal.

MEETING ADJOURNMENT

M/S (Wilkinson, Haynal)

I move that we adjourn. Voice vote. **Motion Carries**

Meeting Adjourned at 11:13 AM



Authorizations Committee Meeting

650 W State Street, Boise; Rotunda Conference Room, Third Floor

Thursday, September 16, 2021

Members present: Karen Pyron, Steve Copmann, Marianne Sletteland, Paula Kellerer, Angela Gillman

Members absent: Paula Kellerer

Staff present: Mandy Fulbright, Cina Lackey, Lisa Colón Durham

1. PSC Staff Report – Information Item

The Authorizations Committee reviewed 262 Alternative Authorizations, approving 260 applications. Two (2) applications were moved to the next meeting, waiting further information.

Alternative Authorization Type	# Approved Applications	# Not Approved Applications	# Applications Held for PSC	Total Applications Reviewed
Content Specialist	116		1	117
Teacher to New Certificate	21			21
Teacher to New Endorsement	97		1	98
Pupil Service Staff	19			19
CTE-Content Specialist	5			5
CTE – Teacher to New Certificate	2			2
CTE – Teacher to New Endorsement	0			
Totals	260		2	262

2. Procedures Manual Revisions

Lisa Colón Durham presented to the Authorizations Committee proposed changes to the PSC Procedures Manual. Changes going forward would allow PSC staff to approve complete applications that fall within the identified guidelines and statutory requirements **without going to the authorizations committee for approval.**

Colón Durham presented to the Authorizations Committee the changes to the Emergency Provisional procedure resulting from an August 2021 State Board of Education decision. **Emergency Provisionals will now go directly to the State Board of Education for review and approval.**

Motion for full PSC: I move to adopt revisions to the Authorizations Committee Procedures section of the PSC Procedures Manual as presented.



Executive Committee Meeting

650 W State Street, Boise; Lewis & Clark Conference Room, Second Floor

Thursday, September 16, 2021

Members present: Kathy Davis, Mark Gorton, Ramona Lee, Mike Wilkinson, Jamee Nixon, Peter McPherson
Staff present: Robert Berry

M/S (Wilkinson/Nixon): Under Idaho Code 74-206 (1)(d), to move the Executive Committee into Executive Session to consider investigatory records exempt from disclosure under Chapter 1 of Title 74, Idaho Code. (11:40 AM) **Davis – Yes, Gorton – Yes, Lee –Yes, McPherson – Yes, Nixon – Yes, Wilkinson – Yes**

M/S (Lee/Wilkinson): The Executive Committee of the Professional Standards Commission was called into Open Session, after entering Executive Session to consider investigatory records exempt from the disclosure under Chapter 1 of Title 74 Idaho Code. (12:20 PM) **Davis – Yes, Gorton – Yes, Lee – Yes, McPherson – Yes, Nixon – Yes, Wilkinson – Yes**

M/S (Wilkinson/Lee): In case number 22024, I move that the Executive Committee not find probable cause. **Motion carried by majority.**

M/S (Wilkinson/Gorton): In case number 22105, I move that the Executive Committee find probable cause and recommend a stipulation that imposes the following discipline: fixed suspension of 1 year starting March 29, 2021, with completion of an ethics course required. **Motion carried by majority.**



Standards Committee Meeting

Physical Location: 650 W State Street, Boise; Executive Conference Room, Second Floor

September 16, 2021

Members present: Kristi Enger, Tate Castleton, Mark Haynal, Katie Horner, Lori Sanchez, Emma Wood

Members absent: None

Staff present: Helen Henderson, Lisa Colón Durham, Nathan Dean

1. Standards Committee Orientation – Information Item for full PSC
2. Idaho State University New Program Proposal – Action Item for full PSC
The Standards Committee reviewed a new program proposal for certification from Idaho State University for Computer Science (6-12). The proposal appears appear to demonstrate the program design aligns with the Idaho Standards for Initial Certification of Professional School Personnel and course requirements in IDAPA 08.02.02, Rules Governing Uniformity.

Motion for full Commission: I move to recommend Idaho State University's proposed Computer Science (6-12) program for certification to the State Board of Education for conditional approval.

3. Proposal – Pilot Design Review Template, December 2021 Review – Information Item for full PSC
The Standards Committee received a proposal from Mark Haynal, chair of the Teacher Education and Mathematics division at Lewis Clark State College, to pilot a desk review process for educator preparation programs with five (5) or fewer completers in the last seven (7) years. The proposal for a desk review of low-completer programs is a result of the work of the Educator Standards Working Group.

The desk review process, if successful, can be included in revisions to the Educator Preparation Program Review Manual (manual). Revisions to the manual may be feasible regardless of whether proposed revisions to the Idaho Standards for Initial Certification of Professional School Personnel move forward. The piloting of this revision will allow for continuous improvement of the program review process.

The Standards Committee approved this proposal.

4. Proposal – Pilot Standard Rubric and State Team Report Template, March 2022 Review – Information Item for full PSC
The Standards Committee received a proposal from Lori Sanchez, Dean of the College of Education at Northwest Nazarene University (NNU), to pilot a revised standard rubric and report template at NNU's full unit review scheduled for March 14-16, 2022. The proposal for a revised standard rubric and report template result from the work of the Educator Standards Working Group.

The revisions to the standard rubric and report template, if successful, can be included in revisions to the Educator Preparation Program Review Manual (manual). Revisions to the manual may be feasible regardless of whether proposed revisions to the Idaho Standards for Initial Certification of Professional

School Personnel move forward. The piloting of this revision will allow for continuous improvement of the program review process.

The Standards Committee approved this proposal.