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PROFESSIONAL STANDARDS  
COMMISSION

ANNUAL REPORT

2015-2016

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## INTRODUCTION

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The 1972 state legislature established the Professional Standards Commission (PSC). This legislative action combined the Professional Practices Commission, established by the state legislature in 1969, with the Professional Standards Board, an advisory board appointed by the State Board of Education. The Commission consists of 18 constituency members appointed or reappointed for terms of three years:

- Secondary or Elementary Classroom Teacher (5)
- Exceptional Child Teacher (1)
- School Counselor (1)
- Elementary School Principal (1)
- Secondary School Principal (1)
- Special Education Director (1)
- School Superintendent (1)
- School Board Member (1)
- Public Higher Education Faculty Member (3)
- Private Higher Education Faculty Member (1)
- Public Higher Education Letters and Sciences Faculty Member (1)
- State Career & Technical Education Staff Member (1)
- State Department of Education Staff Member (1)

For further detail regarding the establishment and membership of the Professional Standards Commission, see Idaho Code §33-1252.

### ***PSC Vision***

The PSC will continue to provide leadership for professional standards and accountability in Idaho's schools. We will handle that responsibility with respect and in a timely fashion. We will nurture positive relationships and collaborative efforts with a wide range of stakeholders. We will be a dynamic force and a powerful voice advocating on behalf of Idaho's children.

### ***PSC Mission***

The PSC makes recommendations to the State Board of Education and renders decisions that provide Idaho with competent, qualified, ethical educators dedicated to rigorous standards, pre-K-12 student achievement, and improved professional practice.

***Statutory Responsibilities of the Professional Standards Commission***

1. "The commission shall have authority to adopt recognized professional codes and standards of ethics, conduct and professional practices which shall be applicable to teachers in the public schools of the state, and submit the same to the state board of education for its consideration and approval. Upon their approval by the state board of education, the professional codes and standards shall be published by the board."

Idaho Code §33-1254

2. "The professional standards commission may conduct investigations on any signed allegation of unethical conduct of any teacher brought by:
  - a. An individual with a substantial interest in the matter, except a student in an Idaho public school; or
  - b. A local board of trustees."

Idaho Code §33-1209

3. "The commission may make recommendations to the state board of education in such areas as teacher education, teacher certification and teaching standards, and such recommendations to the state board of education or to boards of trustees of school districts as, in its judgment, will promote improvement of professional practices and competence of the teaching profession of this state, it being the intent of this act to continually improve the quality of education in the public schools of this state."

Idaho Code §33-1258

### **Professional Standards Commission Membership**

During the 2015-2016 academic year, the PSC met five times: July, October, January, March, and June. The following individuals served as members of the PSC:

1. Clara Allred	Twin Falls SD #411	Special Education Administrator
2. Margaret Chipman	Weiser SD #431	School Board Member
3. Kristi Enger	Career & Technical Education	Idaho Career & Technical Education
4. Dr. Deborah Hedeem	Idaho State University	Public Higher Education
5. Esther Henry, Chair	Jefferson County Joint SD #251	Secondary Classroom Teacher
6. Dr. Dana Johnson	Brigham Young University – Idaho	Private Higher Education
7. Pete Koehler	Department of Education	Idaho State Department of Education
8. Charlotte McKinney	Mountain View SD #244	Secondary Classroom Teacher
9. Dr. Becky Meyer	Lake Pend Oreille SD #84	Secondary School Principal
10. Kim Mikolajczyk	Moscow SD #281	School Counselor
11. Dr. Laural Nelson	Idaho Digital Learning Academy	Superintendent
12. Mikki Nuckols, Vice Chair	Bonneville Joint SD #93	Secondary Classroom Teacher
13. Dr. Tony Roark	Boise State University	Public Higher Education – Letters and Sciences
14. Dr. Elisa Saffle	Bonneville Joint SD #93	Elementary School Principal
15. Donna Sulfridge	Mountain Home SD #193	Elementary Classroom Teacher
16. Dr. Heather Van Mullem	Lewis-Clark State College	Public Higher Education
17. Virginia Welton	Coeur d'Alene SD #271	Exceptional Child Teacher
18. Kim Zeydel	West Ada SD #2	Secondary Classroom Teacher

Lisa Colón served as administrator for the PSC from July 1, 2015, to June 30, 2016.

## INTERNAL OPERATION OF THE COMMISSION

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The PSC has five standing committees that have specific duties. Below is a summary of the main duties for each of the standing committees.

### **1. Authorizations Committee**

- Reviews and makes recommendations to the PSC regarding:
  - Approval of alternative authorizations to teach, serve as an administrator, or provide pupil personnel services;
  - Policies and procedures for alternative authorizations;
  - The development and publishing of certification reports as needed.

### **2. Budget Committee**

- Develops a yearly budget;
- Monitors and makes recommended revisions to the annual budget.

### **3. Executive Committee**

- Reviews, maintains, and revises the Code of Ethics for Idaho Professional Educators as needed;
- Determines if there is probable cause to pursue discipline against a certificated educator for alleged unethical conduct.

### **4. Professional Development Committee**

- Develops recommendations for the professional development of certified educators in the state of Idaho.

### **5. Standards Committee**

- Develops recommendations for preservice educator standards for consideration by the State Board of Education;
- Develops and/or maintains standards and review processes for educator preparation programs including:
  - Annual review of approximately 20 percent of state educator preparation standards, certificates and endorsements;
  - Coordination of national recognition and national program accreditation (Council for the Accreditation of Educator Preparation or CAEP) along with state review to assure graduates of the program meet the state preparation standards;
- Develops and gives recommendations to the PSC for educator assessment(s) and qualifying scores;
- Develops and gives recommendations to the PSC for educator certificate and endorsement requirements for consideration by the State Board of Education.

## ALTERNATIVE AUTHORIZATIONS

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Local school districts, including charter schools or other educational agencies, may request approval of an alternative authorization for an individual to fill a certificated position when he/she does not presently hold an appropriate Idaho educator certificate/endorsement. The alternative authorization request shall be made only after a reasonable effort has been made by the district to find a competent, certificated individual to fill the position. The individual must have a plan that leads to certification in the assigned area.

For further detail regarding alternative authorizations, see <http://www.sde.idaho.gov/cert-psc/cert/alt-auth.html>.

<b>Authorization Type</b>	<b>Number of Authorizations</b>
Teacher to New Certification/Endorsement	230
Content Specialist	348
Pupil Personnel Services	6
Non-Traditional Route - ABCTE	162
Non-Traditional Route – TFA	11
<b>TOTAL</b>	<b>757</b>

There were 18,442 total certificated educators employed statewide during the 2015-2016 school year. The percentage of educators working with an alternative authorization was 4.10 percent.

## REQUESTS FOR TEACHER TO NEW CERTIFICATION/ENDORSEMENT AUTHORIZATIONS

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The purpose of this authorization is to allow an Idaho school district/charter to hire a candidate who holds a valid Idaho credential to serve in an assignment for which the candidate does not hold the appropriate certificate/endorsement. The district must show that the candidate is uniquely qualified to serve in the assignment while the candidate works toward obtaining the applicable certificate/endorsement. There were 230 Teacher to New Certification authorizations with 244 total endorsements issued during the 2015-2016 school year as follows:

Number Issued	Endorsement
1	Agricultural Science & Technology 6/12
11	All Subjects K/8
2	American Government/Political Science 6/12
2	Art K/12
12	Biological Science 6/12
6	Birth through Grade 3
5	Business Technology Education 6/12
5	Chemistry 6/12
1	Consulting Teacher
6	Director of Special Education
1	Drama 6/12
7	Early Childhood Special Education Pre-K/3
2	Earth Science 6/12
3	Economics 6/12
4	English 6/12
2	English 6/9
4	English as a New Language K/12
3	Family & Consumer Sciences 6/12
1	French 6/12
1	French K/12
46	Generalist K/12
1	Geography 6/12
5	Gifted & Talented K/12
7	Health 6/12
6	Health K/12
1	Deaf/Hard of Hearing K/12
2	History 6/12
2	Literacy K/12
1	Marketing Technology Education 6/12
10	Mathematics 6/12

<b>Number Issued</b>	<b>Endorsement</b>
1	Mathematics 6/9
4	Mathematics-Basic 6/12
1	Music K/12
6	Natural Science 6/12
1	Natural Science 6/9
2	Physical Education 6/12
1	Physical Education K/12
5	Physical Science 6/12
3	Physics 6/12
1	Psychology 6/12
7	School Counselor K/12
22	School Principal Pre-K/12
1	Sociology 6/12
6	Spanish 6/12
2	Spanish K/12
1	Sports Medicine/Athletic Trainer
15	Superintendent
5	Teacher Librarian K/12

## REQUESTS FOR CONTENT SPECIALIST AUTHORIZATIONS

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The purpose of this authorization is to allow an Idaho school district/charter to hire a candidate who does NOT hold a valid Idaho credential to serve in an assignment that requires certification/endorsement. The district must show that the candidate is uniquely qualified to serve in the assignment while the candidate works toward obtaining the applicable certificate/endorsement. There were 348 Content Specialist authorizations with 402 total endorsements issued during the 2015-2016 school year as follows:

Number Issued	Endorsement
1	Agricultural Science & Technology 6/12
99	All Subjects K/8
4	American Government/Political Science 6/12
1	American Sign Language 6/12
3	Art 6/12
7	Biological Science 6/12
2	Birth through Grade 3
2	Building Trades Construction
8	Business Technology Education 6/12
1	Cabinet & Millwork
4	Chemistry 6/12
3	Communications 6/12
2	Deaf/Hard of Hearing K/12
1	Drafting
4	Drama 6/12
2	Early Childhood Special Education Pre-K/3
4	Earth Science 6/12
3	Economics 6/12
23	English 6/12
2	English 6/9
1	English as a New Language K/12
11	Family & Consumer Science 6/12
2	French 6/12
1	General Engineering
75	Generalist K/12
4	Health 6/12
1	Health K/12
8	History 6/12
1	Literacy K/12
2	Mathematics - Basic 6/12
1	Mathematics - Basic 6/9

Number Issued	Endorsement
24	Mathematics 6/12
2	Microcomputer Applications
3	Music 6/12
13	Music K/12
18	Natural Science 6/12
2	Nursing Assistant
2	Orientation Health Occupations
1	Physical Education K/12
5	Physical Education 6/12
4	Physical Science 6/12
1	Physics 6/12
1	Psychology 6/12
13	School Counselor K/12
8	School Psychologist K/12
2	School Social Worker
2	Social Studies 6/12
1	Social Studies 6/9
6	Spanish 6/12
2	Spanish K/12
3	Speech Language Pathologist
1	Superintendent
1	Teacher Librarian K/12
2	Technology Education 6/12
1	TV Production/Broadcasting
1	Visual Impairment K/12

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#### REQUESTS FOR PUPIL PERSONNEL SERVICES AUTHORIZATIONS

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The purpose of this authorization is to allow an Idaho school district/charter to hire a candidate who does NOT hold a valid Idaho credential to serve in an assignment that requires the Pupil Personnel Services Certificate. The authorization allows the candidate to serve in the assignment while working toward obtaining the Pupil Personnel Services Certificate and the applicable endorsement. There were 6 Pupil Personnel Services authorizations with 6 total endorsements issued during the 2015-2016 school year as follows:

Number Issued	Endorsement
4	School Social Worker
2	School Counselor K/12

## REQUESTS FOR NON-TRADITIONAL AUTHORIZATIONS (ABCTE AND TFA)

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The purpose of the non-traditional programs is to provide an alternative for individuals to become certificated teachers in Idaho without following a standard teacher education program. There are two State Board-approved, non-traditional programs:

- **American Board for Certification of Teacher Excellence (ABCTE)**  
This is a computer-based route designed as an avenue to enter the teaching profession or to add additional certificates or endorsements to an already existing Idaho teaching credential. The candidate must first hold a bachelor's degree.
- **Teach For America (TFA)**  
Teach for America is a program designed to enlist college graduates with a bachelor's degree to teach in low-income communities for two years.

There were 162 Non-Traditional – ABCTE authorizations with 207 total endorsements issued during the 2015-2016 school year as follows:

Number Issued	Endorsement
96	All Subjects K/8
16	Biological Science 6/12
1	Chemistry 6/12
16	English 6/12
42	Generalist K/12
8	History 6/12
2	Literacy K/12
17	Mathematics 6/12
9	Natural Science 6/12

There were 11 Non-Traditional – TFA authorizations with 14 total endorsements issued during the 2015-2016 school year as follows:

Number Issued	Endorsement
1	All Subjects K/8
1	Basic Mathematics 6/12
2	Biological Science 6/12
1	Earth Science 6/12
2	English 6/12
4	Generalist K/12
2	Mathematics 6/12
1	Physical Science 6/12

## EXECUTIVE COMMITTEE ACTIVITIES

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Under Idaho Code §33-1208 and §33-1209, the PSC has the responsibility for suspending, revoking, issuing letters of reprimand, or placing reasonable conditions on any certificate for educator misconduct. The administrator of the PSC, in conjunction with the deputy attorney general and PSC staff, conducts a review of the written allegation using established guidelines to determine whether to open an investigation or remand the issue to the school district to resolve locally. The Executive Committee considers the allegation(s) and all additional relevant information to determine whether probable cause exists to warrant the filing of an administrative complaint. If probable cause is determined, the Executive Committee recommends disciplinary action to be taken against a certificate. Once an administrative complaint is filed, a hearing may be requested.

During 2015-2016, the PSC received 85 written complaints of alleged educator ethical misconduct, out of which 58 cases were opened. In addition, there were 59 cases closed during 2015-2016. Three (3) of the 59 closed cases were for educators employed as an administrator. The data below represents the cases that were closed.

### *2015-2016 Closed Ethics Cases*

<b>Case Number</b>	<b>Category of Ethics Violation</b>	<b>Probable Cause Found</b>	<b>Disciplinary Action</b>
21323	Breach of Contract	Yes	Revocation
21327	Inappropriate Conduct with Student	Yes	Suspension
21336	Substance Abuse	Yes	Revocation
21410	Inappropriate Conduct with Student	Yes	Revocation
21414	Substance Abuse	Yes	Suspension
21428	Application Discrepancy	No	
21429	Theft-Fraud	Yes	Letter of Reprimand
21430	Application Discrepancy	Yes	Letter of Reprimand
21434	Application Discrepancy	Yes	Letter of Reprimand
21436	Application Discrepancy	Yes	Letter of Reprimand
21437	Application Discrepancy	Yes	Letter of Reprimand
21440	Application Discrepancy	Yes	Letter of Reprimand
21441	Application Discrepancy	No	
21443	Application Discrepancy	Yes	Letter of Reprimand
21450	Application Discrepancy	Yes	Letter of Reprimand
21502	Miscellaneous	Yes	Letter of Reprimand
21504	Application Discrepancy	Yes	Letter of Reprimand
21506	Inappropriate Conduct	Yes	Letter of Reprimand
21508	Breach of Contract	Yes	Letter of Reprimand
21509	Breach of Contract	Yes	Letter of Reprimand
21510	Substance Abuse	Yes	Suspension

Case Number	Category of Ethics Violation	Probable Cause Found	Disciplinary Action
21513	Miscellaneous	Yes	Letter of Reprimand
21514	Inappropriate Conduct with Student	Yes	Suspension
21516	Theft-Fraud	No	
21519	Substance Abuse	Yes	Suspension
21520	Application Discrepancy	Yes	Letter of Reprimand
21521	Inappropriate Conduct	Yes	Letter of Reprimand
21524	Miscellaneous	No	
21525	Miscellaneous	No	
21527	Inappropriate Conduct with Student	Yes	Suspension
21529	Miscellaneous	Yes	Letter of Reprimand
21530	Miscellaneous	No	
21531	Miscellaneous	Yes	Letter of Reprimand
21532	Application Discrepancy	Yes	Letter of Reprimand
21533	Inappropriate Conduct with Student	Yes	Revocation
21534	Inappropriate Conduct with Student	Yes	Revocation
21540	Miscellaneous	No	
21541	Application Discrepancy	Yes	Letter of Reprimand
21542	Application Discrepancy	Yes	Letter of Reprimand
21543	Breach of Contract	No	
21544	Application Discrepancy	Yes	Letter of Reprimand
21545	Application Discrepancy	No	
21546	Application Discrepancy	Yes	Letter of Reprimand
21547	Application Discrepancy	No	
21548	Application Discrepancy	No	
21549	Application Discrepancy	Yes	Voluntary Surrender
21551	Application Discrepancy	Yes	Letter of Reprimand
21552	Sexual Misconduct with a Student	Yes	Voluntary Surrender
21553	Inappropriate Conduct with Student	Yes	Suspension
21555	Application Discrepancy	No	
21556	Application Discrepancy	No	
21558	Miscellaneous	No	
21560	Breach of Contract	No	
21562	Application Discrepancy	No	
21601	Inappropriate Conduct with Student	Yes	Suspension
21602	Application Discrepancy	No	
21606	Inappropriate Conduct with Student	No	
21608	Application Discrepancy	No	
21613	Miscellaneous	No	

**2015-2016 Aggregate Data of Closed Ethics Cases Where Probable Cause Was Found**

During 2015-2016 the PSC finalized disciplinary action in 39 cases. The disaggregated data is shown below. The first table shows the data by the category of the ethics violation. The second table displays the data by the type of disciplinary action.

Category of Ethics Violation	Number of Cases Closed	Percent of Cases Closed
Application Discrepancy	16	41%
Breach of Contract	3	8%
Felony (Other)	0	0%
Felony (Violent)	0	0%
Inappropriate Conduct	2	5%
Inappropriate Conduct with Student	8	21%
Miscellaneous	4	10%
Misdemeanor	0	0%
Sexual Misconduct Not with a Student	0	0%
Sexual Misconduct with a Student	1	3%
Substance Abuse	4	10%
Theft-Fraud	1	3%

Type of Disciplinary Action	Number of Cases Closed	Percent of Cases Closed
Conditioned Certificate	0	0%
Letter of Reprimand	24	62%
Reinstatement	0	0%
Revocation	5	13%
Revocation (Permanent)	0	0%
Suspension	8	21%
Voluntary Surrender	2	5%

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## STANDARDS COMMITTEE ACTIVITIES

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The Standards Committee is responsible for completing educator preparation standards reviews and educator preparation program reviews and making recommendations to the full PSC. The PSC reviews the recommendations of the Standards Committee and makes recommendations to the State Board of Education for approval consideration.

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### EDUCATOR PREPARATION STANDARDS REVIEWS

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The purpose of educator preparation standards reviews is to define and establish rigorous and research-based standards that better align with national standards and best practices. The standards provide requirements for educator preparation programs to ensure that future educators acquire the knowledge and performance standards to best meet the needs of students.

IDAPA 08.02.02.004 directs that the PSC continuously review/revise 20 percent of the standards per year. The review process involves teams of content area experts from higher education faculty and educators in K-12 Idaho schools. The standards are then reviewed and presented to the State Board of Education for approval. Once approved, they are reviewed and approved by the legislature and become an incorporated-by-reference document in State Board rule.

The following standards were reviewed by the PSC during the 2015-2016 school year:

- Elementary Education
- Mathematics
- Pre-Service Technology
- Science (Biology, Chemistry, Earth and Space Science, Natural Science, Physical Science, and Physics)
- Visual/Performing Arts (Music, Theater Arts, Visual Arts)

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### EDUCATOR PREPARATION PROGRAM REVIEWS

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Each teacher preparation program will undergo a state program approval process that is designed to assure that graduates meet the Idaho standards for beginning teachers and other professional educators. The PSC follows the national accreditation council model by which institutions pursue continuing approval through a full program review every seven (7) years. Additionally, the PSC conducts State-Specific Requirement Reviews, not to exceed every third year following the full program review. The requirements are defined in IDAPA 08.02.02.100: Rules Governing Uniformity and the CAEP standards.

The process for teacher preparation program approval is specifically defined in the Manual of Instruction for State Approval of Idaho Teacher Preparation Programs on file at the State Department of Education, Certification/Professional Standards.

The standards for evaluating teacher preparation programs are found in the [Idaho Standards for Initial Certification of Professional School Personnel](#) as updated and approved by the State Board of Education. For review purposes, pertinent rubrics accompanying these standards are on file in the office of the State Department of Education, Certification/ Professional Standards.

These documents are also available for review on the State Department of Education website: <http://sde.idaho.gov/cert-psc/psc/standards.html>

Current CAEP standards can be reviewed on the following CAEP website: <http://caepnet.org/>

Current PSC materials, reports, and resources are also available on the State Department of Education website at: <http://sde.idaho.gov/cert-psc/psc/>

The following educator preparation programs were reviewed by the PSC during the 2015-2016 school year:

- **Northwest Nazarene University**

A state/NCATE on-site program review visit was held at Northwest Nazarene University (NNU) on February 28 – March 3, 2015. The team reports from that on-site visit were subsequently submitted to the PSC at its May 19-20, 2015, meeting. The reports were considered, and the PSC recommended that the State Board of Education accept the recommendations in those reports.

The Idaho State Board of Education, at its June 15-16, 2016, meeting, approved the Northwest Nazarene University state team report resulting from the on-site visit. Conditionally approved programs are subject to a focused revisit within three years following the on-site visit to determine if specific standards are met.

Specific information regarding the Idaho State Board of Education's review of these documents can be found on the State Board's website at the following address: <https://boardofed.idaho.gov/meetings/board/archive/2016/0615-1616/index.asp>

- **Idaho State University**

A state/NCATE on-site program review visit was held at Idaho State University (ISU) on September 20 – 22, 2015. The team reports from that on-site visit were subsequently submitted to the PSC at its March 31 – April 1, 2016, meeting. The reports were considered, and the PSC recommended that the State Board of Education accept the recommendations in those reports.

The Idaho State Board of Education, at its June 15-16, 2016, meeting, approved the Idaho State University state team report resulting from the on-site visit.

Conditionally approved programs are subject to a focused revisit within three years following the on-site visit to determine if specific standards are met.

Specific information regarding the Idaho State Board of Education's review of these documents can be found on the State Board's website at the following address: <https://boardofed.idaho.gov/meetings/board/archive/2016/0615-1616/index.asp>

## PROFESSIONAL STANDARDS COMMITTEE MEETING SUMMARY

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1. Standards reviews were conducted in the following content areas: Elementary Education; Mathematics; Technology (pre-service); Science (Biology, Chemistry, Earth/Space Science, Natural Science, Physical Science, and Physics); and Visual/Performing Arts (Theatre Arts, Music, and Visual Arts).
2. The Commission funded the participation of various Commission staff members in the National Association of State Directors of Teacher Education and Certification (NASDTEC) Professional Practices Institute (PPI); the NASDTEC Winter Symposium; and the NASDTEC Annual Conference.
3. As of July 1, 2015, Professional Standards Commission and Certification funds were combined, thus sustaining both programs for a longer period of time without raising certification fees.
4. The Teacher Preparation Program Approval Review Schedule (2013-2027) was revised and posted to the Commission website; it now includes the reviews of non-traditional educator preparation programs (American Board for the Certification of Teacher Excellence or ABCTE and Teach For America or TFA).
5. The Commission passed the Standards Committee's recommendation to replace the Technology Education Praxis II test with the Computer Science Praxis II test with a cut score of 171 for the Computer Science endorsement candidates; that cut score was later decreased to 160.
6. Commission program approval review teams began providing justification/rationale for any performance indicator/standard rated as Unacceptable, thus helping those who review the materials and the institution in terms of knowing how to improve the standard.
7. Commission program approval review teams began holding institutions accountable for (piloted for now) state-specific requirements that will eventually be part of program approval reviews; these requirements focus on clinical practice as well as other components of effective teaching practices determined by legislation or Department of Education mandate.
8. The Commission funded Idaho's annual \$4,000 membership in NASDTEC and Idaho's annual \$3,977 annual membership in CAEP.
9. Commission staff conducted two certification application denial hearings and one ethics hearing during the 2015-2016 academic year.
10. The Commission paid \$5,692 for contracted investigative services during the 2015-2016 academic year.
11. The Commission accepted proposed language to be added to the Commission Procedures Manual to post disciplinary-complaint disposition documents to the Commission website beginning July 1, 2016; ethics cases will not be posted retroactively; settlement agreements will now include language explaining the practice of possible posting.
12. During the academic year, the Commission was updated on the work of the Indian Education Committee and the academic gaps in Idaho between all students and American Indian students; the PSC will now make Native American tribes and other

groups in the state aware of representation vacancy opportunities on the Commission and on Commission-related committees.

13. The Commission was informed of the transition from the No Child Left Behind (NCLB) Act of 2001 to the new Every Student Succeeds Act (ESSA) of 2015, including the removal of the highly qualified requirement for certificated educators and the move, for all states, to one system that meets applicable state certification and licensure requirements, including requirements for alternative certification routes.
14. The Commission conducted regional career fairs in Nampa, Pocatello, Coeur d'Alene, Moscow, and Twin Falls; the fairs provided an opportunity where teacher education candidates could meet with district superintendents who were seeking to fill teaching positions within their districts.
15. Commission members were informed that as of September 1, 2015, individuals renewing or applying for certification (online and paper) must submit official transcripts.
16. The Authorizations Committee began compiling a break out by regions of total alternative authorizations during a given year.
17. The Commission offered an Educational Testing Service (ETS) Data Manager Tool Training to teacher preparation program representatives in the state; this allowed for analysis of the types of questions missed on Praxis exams that teacher preparation program candidates must take.
18. The Standards Committee received a draft of the Idaho Indian Education 2016-2021 strategic plan and a recommendation to incorporate culturally relevant pedagogy (specific to American Indian history and culture) into Idaho Core Teaching Standards.
19. The 2014-2022 schedule for teacher preparation standards reviews was revised (adding new endorsements such as computer science, engineering, and consulting teacher; moving the Administrator Standards to 2016-2017; moving the Teacher Leader Standards to 2017-2018; and moving the Online Teaching Standards to 2017-2018) and posted to the Commission website.
20. The Commission was presented with revised language for the certification application form; the deputy attorney general to the Commission developed the proposed language; the revised language intended to clarify how an applicant should answer on the form if he/she had been involved in any past legal action.
21. The Commission accepted and supported the proposal by State Board of Education staff to use, for the current Title II reporting year, Idaho's existing program review process as criteria for the identification of Low-Performing and At-Risk-for-Low-Performing institutions; as such, a "Conditionally Approved" university program would be "At-Risk-for-Low-Performing" and a "Not Approved" university program would be "Low-Performing".
22. The Commission passed the Standards Committee's recommendation to conditionally approve the Brigham Young University-Idaho Special Education – K/12 Generalist Teacher new program proposal.
23. The Commission, after consideration of ISU's planned revisions for its English as a New Language, Economics, and English Language Arts programs, passed the Standards

Committee's recommendation to approve the ISU program review state team report as written with a change in status from Not Approved to Conditionally Approved for the following programs: English as a New Language; Economics; English Language Arts.

24. The Commission passed the Standards Committee's recommendation to approve the revised Program Review Manual for use, with minor technical changes as necessary by staff, for implementation during 2016-2017; the manual covers the full unit review, state-specific requirements, and focused visits.
25. The Commission passed the Standards Committee's recommendation to encourage the training of Department of Education program approval state team members by CAEP to review the educator preparation programs of Idaho institutions that do not participate in CAEP; each of those institutions will cover the cost of the CAEP portion of their program review.
26. The Commission passed the Standards Committee's recommendation to approve the Mathematics Standards and Mathematics Endorsement as written.
27. The Commission passed the Standards Committee's recommendation to approve the Biology, Chemistry, Earth/Space Science, Natural Science, Physical Science, and Physics Standards as written and to approve the Biology, Chemistry, Earth/Space Science, Natural Science, Physical Science, and Physics Endorsements with the change to remove capitalization in text when referring to content, not a specific course name.
28. The Commission passed the Standards Committee's recommendation to approve the Pre-Service Technology Standards as written.
29. The Commission passed the Standards Committee's recommendation to approve the Visual/Performing Arts Standards and the Visual/Performing Arts Endorsement as written.
30. The Commission accepted its FY2017 proposed budget.
31. The Commission passed the Executive Committee's recommendation to add subpoint e. to Principle VI in the *Code of Ethics for Idaho Professional Educators* to read as follows: "e. Keeping for oneself donations, whether money or items, that were solicited or accepted for the benefit of a student, class, classroom, or school."
32. The Commission administrator was given discretion to deny in first-time certification application discrepancies, explain that application questions must be answered correctly, and report the denial to NASDTEC. In second-time application discrepancies, the administrator will be able to deny and open an ethics case. In this way, those with an application discrepancy the first time will be reported to NASDTEC only once.
33. In a ballot election for 2016-2017 Commission officers, Charlotte McKinney was elected chair and Donna Sulfridge was elected vice-chair.

# APPENDIX

## FISCAL YEAR 2016 BUDGET EXPENDITURES

PSC Revenue/Expense details FY 2016													Index Code 2003			(Budget: Approved 5-30-2015)		
	Jul 15	Aug 15	Sept 15	Oct 15	Nov 15	Dec 15	Jan 16	Feb 16	Mar 16	Apr 16	May 16	June 16						
<b>Revenue (actual)</b>	<b>\$78,756</b>	<b>\$78,985</b>	<b>\$46,090</b>	<b>\$24,720</b>	<b>\$16,150</b>	<b>\$15,660</b>	<b>\$30,790</b>	<b>\$37,195</b>	<b>\$34,845</b>	<b>\$33,800</b>	<b>\$64,530</b>	<b>\$115,140</b>	<b>\$576,661</b>	<b>\$0</b>				
Cash needed to balance FY2016													\$0					
Cash balance 6/30/2015													\$446,455					
													Actual FY16	Budget Amt	% Remain of budget			
<b>PERSONNEL</b>																		
Salaries, benefits	\$49,131	\$30,779	\$30,926	\$32,946	\$31,583	\$44,267	\$31,612	\$31,501	\$31,607	\$36,821	\$34,710	\$36,950	\$422,830	\$400,000	-5.71%			
<b>OPERATING</b>																		
PSC-Commission Work							\$701		-\$701									
PSC Mtg Travel/meals	\$180	\$5,578	\$247	\$5,546	\$100	\$413	\$6,631	\$237	\$100	\$5,907	\$140	\$556	\$25,636	\$39,000	34.27%			
Public relations/hearings													\$0	\$0	N/A			
Commission Prof Dev & Training													\$0	\$2,500	100.00%			
Governmental Overhead													\$0	\$13,000	100.00%			
Legal Services													\$0	\$0	N/A			
<b>Committee Work</b>																		
Leadership Team													\$0	\$0	N/A			
Strategic Planning													\$0	\$0	N/A			
SBOE Meetings													\$0	\$0	N/A			
Exec. - Printing (brochure/poster)													\$0	\$0	N/A			
Investigations/hearings/training			\$85				\$26	\$127		\$266	\$962	\$66	\$1,533	\$6,000	74.44%			
Contract investigative services	\$936		\$1,066		\$1,422	\$2,269							\$5,692	\$15,000	62.05%			
NASDTEC Professional Pract.		\$2,730	\$44	\$1,920	\$445								\$5,140	\$7,500	31.47%			
NASDTEC Dues										\$4,000			\$4,000	\$4,000	0.00%			
Authorizations													\$0	\$0	N/A			
Alternate Routes													\$0	\$0	N/A			
Teacher Licensure/Comp													\$0	\$0	N/A			
Standards													\$0	\$0	N/A			
Standards Maintenance				\$150	\$3,288	\$4,056	\$4,943	\$4,498	\$1,328	\$2,516			\$20,778	\$11,000	-88.89%			
Praxis													\$0	\$0	N/A			
Prep Program Review Re-write													\$0	\$0	N/A			
Prep Program Review & Focus visits (PPR) & Training		-\$50	\$4,436	\$2,506					\$350	\$3,224			\$10,465	\$15,000	30.23%			
CAEP (NCATE) Partnership dues												\$3,977	\$3,977	\$4,000	0.58%			
Prof Development Committee													\$0	\$0	N/A			
Communication	\$186	\$1,653	\$887	\$1,005	\$1,225	\$424	\$454	\$206	\$607	\$710	\$787	\$331	\$8,475	\$12,000	29.38%			
Employee Development								\$65					\$65	\$1,000	93.50%			
Prof. Services-Consultant													\$0	\$0	N/A			
Repairs and Maintenance Svcs. & supplies						\$90							\$90	\$1,000	91.05%			
Admin. services	\$127	\$115	\$213	\$210	\$90	\$279	\$282		\$117	-\$10	\$115	\$69	\$1,607	\$2,800	42.59%			
Computer services													\$0	\$250	100.00%			
Employee Travel Costs	\$362		\$15	-\$15	\$309	\$739	\$746	\$1,004	\$406	\$2,330	-\$545	\$1,390	\$6,740	\$12,500	46.08%			
Admin. Supplies (Office supplies)	\$61	\$2,176	\$236	\$97	\$1,712	\$80	\$183	\$36	\$10	\$94	\$13	\$38	\$4,737	\$7,000	32.32%			
Computer Supplies													\$0	\$250	100.00%			
Insurance		\$204											\$204	\$800	74.44%			
Rentals & operating leases		\$4,718						\$4,741					\$9,459	\$10,000	5.41%			
Payroll/Accounting		\$1,797											\$1,797	\$2,000	10.15%			
<b>CAPITAL</b>																		
Computer equipment			\$4,928										\$4,928	\$2,000	-146.41%			
Office equipment													\$0	\$1,000	100.00%			
<b>TOTALS</b>	<b>\$50,982</b>	<b>\$49,702</b>	<b>\$43,083</b>	<b>\$44,364</b>	<b>\$40,174</b>	<b>\$52,616</b>	<b>\$45,578</b>	<b>\$42,415</b>	<b>\$33,823</b>	<b>\$55,858</b>	<b>\$36,182</b>	<b>\$43,377</b>	<b>\$538,155</b>	<b>\$569,600</b>	<b>\$0</b>			
Revenue less expenses	\$27,774	\$29,283	\$3,007	(\$19,644)	(\$24,024)	(\$36,956)	(\$14,788)	(\$5,220)	\$1,022	(\$22,058)	\$28,348	\$71,763	\$38,506					