



Certification and Higher Education Committee
Maine State Board of Education
Minutes of the January 30, 2019 Meeting

The Certification and Higher Education Committee held a meeting on Wednesday, January 30, 2019, at the Department of Education in Augusta. The following were present: Committee Chair, Jane Sexton; Jana Lapoint; and Wilson Hess (Board Members). Jason Libby, Higher Education Specialist; Angel Loreda, Director of Higher Education and Education Support Services; Stephanie Fyfe, Certification Coordinator; (Department of Education) and Mary Becker, State Board Secretary Associate.

Guest: Malik McKinley, ETS

Committee Chair, Jane Sexton called the meeting to order at 9:44 AM.

MOVED by Jana Lapoint, seconded by Jane Sexton, and unanimously voted by those present to accept the November 28, 2018 minutes as written.

Certification Office Update: *(Stephanie Fyfe)*

MEIS Info – Online System (changes since October 31):

- MEIS Currently Contains in “test”
 - Initial applications
 - Institution portal
 - Public portal
- MEIS new features in production (completed)
 - Upload button for educators outside of application process
 - Correspondence tab for educators/applicants
 - No money mail queue for internal processing
- Streamlining Fingerprinting with DPS
 - New DOE server behind firewalls
 - Meeting today (1/30) to push through final stages
- Staffing
 - Working on contract to bring back two retired evaluators to work part time for five months
 - Believe that two evaluator perm positions are pending
- MEIS
 - Finalizing contract / fully implement maintenance plan
 - Developing communication plan for initial applications rollout
- Applications
 - 3,582 applications entered
 - 4,542 applications processed
 - Gain of 960

- Current Queue
 - 1,087 application queue
 - 7 reopened applications
- Current Paper apps in office
 - Roughly 1,000 / all fingerprint / From January 11 on
- Production
 - 1,097 letters sent
 - 6,074 scanned documents
 - 2,839 fees collected
 - 700 Praxis scores entered
 - 659 degrees entered
 - 23,625 Educator Views
 - 2,900 communications logged
- Ongoing
 - Phones have now increased 250-400 per day
 - Cert box (emails) has varied. 100 a day if no one working on them / 200 if they are being answered
 - 2,628 sitting there now

Rule Chapter Updates:

Chapter 115 – Certification, Authorization and Approval of Education Personnel: *(Stephanie Fyfe)*

- Stephanie is working with Jaci Holmes on comments that are far less than submitted last year
- Comment period has closed and responses are being finalized

Higher Education Update: *(Jason Libby)*

No date or time has been set for the next TEAME Review. They held a Skype meeting the week before Thanksgiving. Angel and Jason did not attend.

Reviews

- Jason Libby received a verbal request from Bowdoin College for the State Board of Education to extend their review for 2020 to the fall of 2021.
 - State Board Rule Chapter 114, Part 3.1 reads: Requests for extensions for existing approval, due to extraordinary circumstances, may be granted at the discretion of the State Board of Education; however, such extensions shall not extend the date when the subsequent approval is due. The Board will only consider such requests in emergency situations.
 - The Committee suggested that Bowdoin put their request in writing to the State Board of Education
- Northern Vermont University
 - Report should be in to Jason this week
- Husson University
 - Report should be available for Committee at February meeting
- Eastern Maine Community College
 - Associates Degree – 1-1/2 day review
 - No date scheduled
 - To be held the last week in February or first week in March
 - Board Observer will be Jana Lapoint and Fern Desjardins

- Beal College
 - No date scheduled for review
 - Board Observer will be Martha Harris and John Bird
- University of Maine Farmington (UMF)
 - Clarification Memo - At the January 9, 2019 State Board of Education meeting a question arose about the accreditation timeline listed in each of the pertinent review documents. The memo should provide the necessary clarification. The timeline listed by CAEP provides the seven-year term as noted in the agreement between CAEP and the State Board of Education. The Review Team recommends that the University of Maine at Farmington Teacher Education Program, be granted full seven-year approval by the Maine State Board of Education from Fall 2018 to Fall 2024. The next site visit will take place in Fall 2024.
- Saint Joseph's Interim Report
 - Committee received the report and will review.

Chapter 114 Annual Review Template

- To date – no comments have been received.

Note: The Committee took a recess at 10:52 AM while waiting for the arrival of Malik McKinley, ETS, guest presenter

Chapter 13, Qualifying Examinations for Teachers, Educational Specialists and Administrators: (Stephanie Fyfe)

- Committed to schedule to begin in February – leaves time for graduates in early June
 - Received a presentation from Malik McKinley (ETS) on January 30, 2019
 - Committee will discuss at the February 27, 2019 Committee meeting
 - April – Propose regulation to State Board
 - File with Secretary of State of Maine
 - May – Hearing and Comment Period
 - June – Final adoption after Board approves
 - Notes:
 - Policy or core expectations of bench marks
 - What the test looks like
 - What exactly the students are required to know
 - Reading, writing and math for Praxis I
 - Praxis II content area

Malik McKinley Presentation:

- Praxis Test Fees (Examples)
 - Individual test cost is \$90.00 each
 - Entirety of the exam in one sitting – reading, writing and mathematics is \$150.00
 - Depending on the exam – cost is \$120.00 to \$170.00
 - Algebra 1 exam - \$120.00
 - World Language exam (more components) - \$160.00
 - Tests are offered in two week windows each month
 - Review of Pass Rates Chart – September 2013 to August 2018
 - Physics, Spanish and French – reviewed passing rates and cut scores

- In reviewing New England scores – Massachusetts has their own program and New York does not use Praxis
- Questions that Committee members have - Malik will need to follow-up with the Committee after meeting with his research department and possibly have someone in that department come to Maine to meet with the Committee
- Malik will send the following items to Mary Becker to forward on to the Committee:
 - Email the updated cut scores and passing rates document – excel chart
 - Email copies for Study Companions including the Test At A Glance for four exams – Social Studies, Physics, French and Spanish
 - Email free registration codes to access copies of the Interactive Practice Tests for the four exams in question
 - Data update on the four exams with focus on current cut score and cut scores one SCEM above and one SCEM below
 - Data update on cut scores for exams used in Maine and other states – providing the median and mean for each Maine adopted test

Strategic Planning:

- I. Strategic Plan Goal 2.1 – Discuss the “observation” role of State Board Members
 - a) Preparation for board observers:
 - a. Angel Loredo presented (PowerPoint) to the full Board “The Role of the State Board Observer at Educator Preparation Program Reviews” on July 6, 2016.
 - i. SBE new members since presentation
 - Wendy Ault – 10/30/17
 - Fern Desjardins – 4/30/18
 - b. Certification and Higher Education Committee Members assure that a trained observer attend each review
 - c. Observer be a member of the committee and if not a member, observer be present when the committee reviews the report – three or four reviews per year
 - d. Training to include review of handbook and standards in Chapter 114, and review of self-study
 - e. Workshop session at the August Board Retreat
- II. Strategic Plan Goal 2.2 – Progress report for on-line teacher certification/re-certification process
 - a) The Department held a soft rolling out of the new online certification system. The CTE Office is currently processing applications, then once the system is working well, then it will open-up to the two pilot schools – Bangor and Gorham. It took a little longer due to security issues that needed to be resolved.
- III. Strategic Plan Goal 2.3 – Review of Chapter 13
 - a) Sarah Forster indicated that the State Board maintain Chapter 13 regulation for the cut scores for the PRAXIS exams.
- IV. Strategic Plan Goal 2.3 – PRAXIS – when do we want to have information on and who will gather information for Board presentation?
 - a) Need further discussion on PRAXIS
 - b) Malik McKinley, ETS, and Robert Hasson presented to the SBE on PRAXIS at

the October 12, 2016 meeting held at Maine Academy of Natural Sciences (MeANS) in Hinckley.

- i. SBE new members since presentation
 - o Wendy Ault – 10/30/17 and
Fern Desjardins – 4/30/18

Meeting Handouts:

- 1) Draft Minutes – November 28, 2018 Meeting
- 2) Certification Data from Stephanie Fyfe

Committee to Do List – Future Meeting:

- 1) Review Saint Joseph’s College of Maine Interim Report received by the Committee in December 2018
- 2) For February Committee meeting – The Following Handouts:
 - a. Handbook for Review Team Members – Maine Educator Preparation Program
 - b. Handbook for State Program Approval – Maine Educator Preparation Programs
 - c. Maine Educator Preparation Program Standards – Review Instrument

The next Certification Committee meeting is scheduled for Wednesday, February 27, 2019 at 9:30 AM. The meeting will be held in room 538 of the Burton Cross State Office Building.

Adjournment:

The Certification Committee meeting adjourned at 12:51 PM.