



Certification and Higher Education Committee
Maine State Board of Education
Minutes of the January 31, 2018 Meeting

The Certification and Higher Education Committee held a meeting on Wednesday, January 31, 2018, at the Department of Education in Augusta. The following were present: Committee Chair Jane Sexton; Jana Lapoint; Nichi Farnham and Wilson Hess by phone (Board Members). Stephanie Fyfe, Certification Coordinator; Jaci Holmes, Federal Legislative Liaison (Department of Education); and Mary Becker, State Board Secretary Associate.

Chair Jane Sexton called the meeting to order at 9:42 AM.

MOVED by Nichi Farnham, seconded by Jane Sexton and voted two in favor with one member abstained (Jana Lapoint) to accept the November 29, 2017 minutes as written.

Certification Office Update: *(Stephanie Fyfe)*

- The new on-line system is currently being used by the Certification Office
 - Passed the first phase of the security testing
 - Developer is on site at the DOE this week
 - Pilot project at a few schools
 - Roll out to all districts in the State of Maine
 - Becomes available to the public
 - Ed Tech renewals have changed to be aligned with teacher renewals on the date of July 1st
- The Higher Education position has been filled by Jason Libby. He will start working at the Department on April 1.
- The Educator Effectiveness position has been filled by Emily Gribben. She will start at the Department on February 5 and will attend the workshop session of the State Board meeting on February 14 with Angel Loredo to present an update on developing a work program for Educator Effectiveness.

Rule Chapter Updates:

Chapter 13, Qualifying Examinations for Teachers, Educational Specialists and Administrators:

- There will not be an Administrative Letter for the Committee's review as Sarah Forster indicated that the State Board maintain Chapter 13 regulation for the cut scores for the PRAXIS exams. Chapter 13 is a routine technical rule and can go through the APA process whenever it is ready (annually). There will be a 30-day comment period and

there is no need for a public hearing. The Certification Committee will need a developed timeline, schedule, scores and comment period.

Chapter 114 – Purpose, Standards and Procedures for the Review and Approval of Preparation Programs for Education Personnel: (Angel Loredo)

- The Unity Team Review was held on December 3-5, 2017. Nichi Farnham was the Board Observer. The team report was received by the State Board of Education at the January 10, 2018 meeting. Then, a revised report was released on January 26, 2018. The report will go before the Board for approval at the February 14, 2018 meeting.
- Committee members have concerns and questions regarding the report. Barbara Moody, Husson University was the chair of the review team and will attend the February 14 Board meeting along with the President of Unity College.
- Clarification should be made as to:
 - The process on when, how and to whom questions regarding the report should be directed.
 - Questions at Board meeting or before?
 - Email questions before Board meeting to whom? If questions are asked in advance of the meeting.

Chapter 115 – Certification, Authorization and Approval of Education Personnel:

- The public hearing was held on December 27, 2017. Wilson Hess, Nichi Farnham and John Bird were in attendance.
- The deadline for comments was January 18, 2018. Jaci Holmes received comments from 108 people with 10 received after the deadline date.
- Jaci responded to all 108 commenters. The rule is going to Sarah Forster on January 31st to sign off.
- Jaci is preparing an exhibit for approval by the State Board at the Board’s February 14, 2018 meeting.
- Jaci reviewed with the Committee the additional changes made following the comment period.
- Jaci will be in attendance for the February 14 SBE meeting to answer any questions.

MOTION by Nichi Farnham, seconded by Jana Lapoint and unanimously voted by those present to recommend that the State Board of Education vote to Provisionally adopt Chapter 115.

Chapter 118 – Purposes, Standards, and Procedures for Educational Personnel Support Systems:

- Chapter 118 no longer has statutory authority. The paperwork has been completed and the repeal will be filed. The language will be folded into Chapter 180.

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
 - o Amy Arata – 4/24/17
 - o Wendy Ault – 10/30/17
 - 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 Amy Arata – 4/24/17
 - o Wendy Ault – 10/30/17

Meeting Handouts:

- 1) Draft Minutes – November 29, 2017 Meeting
- 2) Unity College Team Report of Findings – Revised Report released on January 26, 2018
- 3) 2017 State Teacher Policy Yearbook

Committee to do List:

- 1) Jaci Holmes will forward to a copy of all Administrative Procedures Act (APA) Forms to Mary Becker to share with Committee members.
- 2) Mary Becker will email Malik McKinley, ETS, for data looking at all people in Maine who have taken the PRAXIS test and data from each campus – how many people need to re-take the test.

- 3) There are Six Standards and each Committee member will take two or three previous review team reports and review one of the standards – Report back at the February 28 meeting:
 - a. Jana Lapoint – Standard Two: Assessment System and Unit Evaluation
 - b. Wilson Hess – Standard Five: Faculty Qualifications, Performance, and Development
 - c. Nichi Farnham – Standard Six: Unit Governances and Resources
 - d. Jane Sexton – Standard One, Three and/or Four
 - i. Standard One: Initial Teacher Candidate Performance
 - ii. Standard Three: Field Experiences and Clinical Practice
 - iii. Standard Four: Diversity

Future Meeting Topics:

- 1) Angel will report on the progress of Dr. Artesani, UMO, with a new draft of matrix/rubric at the February Committee meeting.
- 2) Schedule from Angel for CAEP Farmington Report
- 3) Sandbox presentation from Angel on the new online certification system.
- 4) How the online certification pilots worked at Gorham and Bangor schools.
- 5) Timeframe for certification online system going out to all without any glitches.
- 6) What would be the ideal review process? Committee discussion on tweaking the college review process.
- 7) Administrative Procedures Act (APA) Forms.

The next Certification Committee meeting is scheduled for Wednesday, February 28, 2018 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 11:46 AM.