



**Certification and Higher Education Committee**  
Maine State Board of Education  
Minutes of the March 22, 2023 Meeting

The Certification and Higher Education Committee held a virtual monthly meeting on Wednesday, March 22, 2023, via Zoom. The following were present: Chair Wendy Ault, Thomas Keller, and Victoria Kornfield (Board Members). Deputy Commissioner Chuhta; Michael Perry, Acting Director of the Office of Higher Education and Educator Support Services; and Sandra Bourget, State Board of Education Office Specialist.

Guests: Mallory Cook, Cynthia Alexander, Rose Angell, Sheryl MacDonald, and Amy Johnson.

Chair Wendy Ault called the meeting to order at 10:30 AM.

**Approval of Minutes:**

As there were no minutes ready to be approved at this meeting, two sets of minutes will be on the agenda at the April meeting.

**Public Comment:**

No Public Comment.

**Introduction of Michael Perry:**

Chair Wendy Ault introduced and welcomed Michael Perry. He is the Acting Director of the Office of Higher Education and Educator Support Services at the DOE.

**Higher Education:**

- Michael Perry is researching past practice regarding EPP site visits required in Chapter 114 and a calendar will be created.
- An operational handbook was located and will be distributed to the committee.
- Site visits to Maine College of Art and Design and Husson University will be scheduled in 2024. The status of the University of Maine at Machias site visit will be determined.
- The Annual Report Template will be sent to the EPPs.

### **Certification:**

- The committee discussed several LDs related to certification and higher education.
- The Data Team continues to work on CTE issues identified in Chapter 115.
- Deputy Commissioner Chuhta shared a MEIS report by county of the total number of people certified as an Educational Technician that are in a teaching role. There are 68 state-wide.
- Processing time for evaluators is approximately 3 weeks.
- There is an open position for an additional Certification Evaluator. The hiring process has begun.

### **Consideration of One Additional Member to the National Institute of Funeral Services (NIFS) Review Team:**

Michael Perry has identified an individual he will invite to participate on this Team.

### **Other Business:**

- The Syracuse University approved out-of-state program which allows George Stevens Academy teachers to become Adjunct Faculty is due to be renewed this year. A Committee to review this program will be formed.
- Chair Wendy Ault thanked Mallory Cook and Cynthia Alexander for identifying members to serve on a panel to discuss Educator Workforce Shortage Challenges at the April 26, 2023 meeting.
- Deputy Commissioner Chuhta and Michael Perry met with leaders at USM, UMaine, and UMF to discuss courses offered in their respective programs that do not align with Chapter 115 requirements.

The next regular Certification Committee meeting is scheduled for Wednesday, April 26, 2023, at 10:30 AM.

### **Adjournment:**

The March 22, 2023, Certification and Higher Education Committee meeting adjourned at 11:42 AM.

Respectfully submitted,  
Sandra Bourget, Office Specialist  
Maine State Board of Education