



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

The Certification and Higher Education Committee held a meeting on Wednesday, October 31, 2018, at the Department of Education in Augusta. The following were present: Committee Chair, Jane Sexton; Jana Lapoint; Wendy Ault; and Wilson Hess (Board Members). Jason Libby, Higher Education Specialist; Angel Loreda, Director of Higher Education and Education Support Services; Stephanie Fyfe, Certification Coordinator; Mary Paine, Chief of Planning and Implementation; (Department of Education) and Mary Becker, State Board Secretary Associate.

Guest: Daniel Chuhta, Interim Superintendent of Schools, MSAD 75

Committee Chair, Jane Sexton called the meeting to order at 9:40 AM.

MOVED by Jana Lapoint, seconded by Wilson Hess, and unanimously voted by those present to accept the September 26, 2018 minutes as written.

Certification Office Update: *(Stephanie Fyfe)*

MEIS Info – Online System:

- MEIS Currently Contains:
 - Online renewal applications for teachers and Ed Techs
 - Renewal lists for support chairs to know who has applied and who hasn't
 - Violations lists for Superintendents
 - The ability for schools to search a candidate to check credentials (same as NEO)
- All other applications are on paper and get mailed to the office

Next Steps:

- Developer will be onsite next week
 - Focus is preparing for initial applications to move online
- Moving fingerprints off fingerprint hold – 900 On hold

Renewal Data Online

- 10,866 online applications – processed
 - 8,158 were auto issued at least 1 endorsement
 - 5,005 applications were processed by Certification Team
 - 18,068 new user accounts created

Total Data Since June 14, 2018

- Additional paper applications for total of 22,305 applications
 - 7,550 paper applications for Teaching, Ed Tech, Admin, etc.
 - 6,796 paper applications for CHRC
- Total 10,897 closed applications by Certification Team
- 1,385 open applications in queue current
- Additional paper applications in office not entered – approximately 2,000

Service Counts by Class

- Stephanie handed out a graph (Service Counts by Class) which can be found in the meeting file

Production since June 14, 2018

- Production
 - 4,688 letters sent
 - 13,799 scanned documents
 - 2,443 Praxis scores entered
 - 1,436 degrees entered
 - 756 notes in system
 - 7,639 communications logged
- Ongoing
 - Approximately 200 calls a day (current wait time 0-30 minutes)
 - Certification box emails approximately 200 a day
 - 1,514 sitting in box now

Rule Chapter Updates:

Chapter 115 – Certification, Authorization and Approval of Education Personnel: *(Mary Paine)*

- Chapter 115, Certification Rules
 - Filed Chapter 115, Part I and II with the Secretary of State on October 15, 2018
 - Received immediate feedback from the public
 - The Department has decided to withdraw the recently proposed changes to Rule Chapter 115 for further review and refinement
 - A Priority Notice will be published today, October 31
 - The Commissioner will further update the State Board at their November 14 meeting

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
 - Presentation from Malik McKinley (ETS) to the Committee the middle of February
 - 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

- Stephanie Fyfe will schedule a presentation from Malik McKinley from ETS for the middle of February and the Committee will discuss at the end of February
- April – Propose regulation to State Board
- File with Secretary of State of Maine
- May – Hearing and Comment Period
- June – Final adoption after Board approves

Higher Education Update: *(Jason Libby)*

No date or time has been set for the next TEAME Review. The Team held an impromptu meeting on Friday, October 26th via zoom.

University of Maine Farmington (UMF) Review

- Report submitted to full Board at the September 12, 2018 meeting and will be on the November 14, 2018 business meeting agenda for recommended approval.

Other Reviews

- Maine College of the Arts
 - October 14 to 16 – Master in Arts Program - Board Observer was Wilson Hess
 - Comment by Wilson as he attended the review. Angel Loredo and Jason Libby coordinated the team. Focused reviews are neat to be a part of. The review was well conducted and well organized.
- Husson University
 - December 2 to 5 – Board Observer is Martha Harris and Fern Desjardins
- Eastern Maine Community College
 - Self-Study 9-25
 - No date scheduled for review
 - 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
- Northern Vermont University
 - November 19, 2018 – Brunswick – Board Observer is Jane Sexton and Wendy Ault
- Purdue Global’s Team Report of Findings – Received by the full SBE on October 10, 2018. Committee will review the report on October 31, 2018 (see review below in minutes).

Chapter 114 Annual Review Template

- At the September 12, 2018 State Board of Education Meeting, the Board approved the Certification and Higher Education Committee’s interpretation that the annual review form would survey the period between September 1-August 31 for the purposes of data collection as required by Chapter 114.
- Survey was sent out in October.
- To date – no comments have been received.

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
 - o 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 Amy Arata – 4/24/17, Wendy Ault – 10/30/17 and Fern Desjardins – 4/30/18

Review and Discussion of Reports by Committee:

Purdue University Global for Authority to Confer Academic Degrees or to Offer Degree Course/Programs in the State of Maine

At the September 26, 2018 Committee meeting, Jason Libby distributed an addendum subsequent to the State Board of Education receiving the Purdue University Global Application for Authorization.

The addendum, dated September 14, 2018 accompanies and updates Purdue University Global’s application submitted May 10, 2018, to reflect a recent change to the delivery model of their Medical Assisting Certificate Program. Part of their Strategic Plan - Clear of changes in future part of on-line physical location – Nursing Program – no additional physical

location.

At the September 26, 2018 Committee meeting, members reviewed the addendum and voted unanimously to accept it and recommended that the State Board receive the team report and addendum at the October 10, 2018 Board meeting.

At the October 31, 2018 meeting, the Committee reviewed the Purdue University Global Team Report and a motion was made:

MOTION by Jana Lapoint, seconded by Wendy Ault, and unanimously voted by those present to approve the Purdue University Global Team Report and the addendum and recommend that this item go on the November 14, 2018 State Board of Education meeting agenda for approval by the full Board.

Meeting Handouts:

- 1) Draft Minutes – September 26, 2018 Meeting
- 2) Certification Data from Stephanie Fyfe

Committee to Do List:

- 1) Committee members send to Mary Becker questions for Malik McKinley, ETS. What information the Committee is seeking for review in advance.

November Meeting Agenda:

- 1) Chapter 115 proposed changes
- 2) Maine College of the Arts Team Report
- 3) Teacher Shortage – Specifics on Certificates – PreK-3

The next Certification Committee meeting is scheduled for Wednesday, November 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 12:03 PM.