

**Minutes**  
**Council for Teacher Education**  
**NH DOE Room 15**  
**April 19, 2018**

**WELCOME AND APPROVAL OF MINUTES** March, 2018 Draft CTE Minutes. There was a change to DOE Report & Updates Item regarding the open position. Minutes approved with changes.

**GUESTS**

NHTI, Concord's Community College, Full Review Report

Chairs: Suzanne Canali & Alana Mosley

Responders: Laura Wasielewski & Nicole Canney

Laura W. gave some brief directions of how today's process will be presented. We began with a brief summary of the visit from Mary Ford. Suzanne Canali and Alana Mosley then gave more details about the visit, and proposed a full program approval for all programs for 7 years with the recommendation that they address the 612s in their annual report. Both Alana and Suzanne commended all involved for a meticulously organized and well documented visit. They were very impressed with the exceptional communication system at NHTI, and the overall student focused community they have built.

Kelly Moore-Dunn, began by thanking the team for their respect, flexibility, and taking the time to really "dig in". The report was consistent and very helpful. She stated it was a privilege to have a peer review.

Laura W. was pleased with the volume of evidence, and the focus on students. She asked for more information on faculty, because the programs are very small. Kelly replied that they have three full-time faculty and eight part-time Adjunct faculty. Many of them are retired school administrators or teachers. Laura also asked about faculty communication. Kelly replied that she keeps all faculty and adjuncts fully connected with the campus through individual & group emails weekly or more often if needed.

Nicole Canney noted that NHTI has set up a strong model of personalization, collaboration, and multi-tiered assessments for students. The overall community investment in students is evident.

Kelly indicated they are working to improve their articulation regarding the 612s in several ways, two of which are during orientation and statements in the student handbook.

Comments and questions were opened to the council, and many agreed they were impressed with the level of personalization at NHTI.

A question surfaced regarding sustainability with low enrollment. Kelly replied that there are challenges especially with getting mentors, but they have built a solid system.

Suzanne Canali motioned to fully approve the NHTI programs for 7 years with recommendations to be addressed in the annual report. This sparked a discussion regarding the process and meaning of recommendations. The motion was amended to replace “recommendations” with “suggestions”. The revised motion was seconded and the vote was 10 in favor, zero opposed, and 2 abstentions.

Next steps: the report will go to the State Board meeting on May 10, with the recommendation for full 7 year approval.

## **REVIEWS-no changes**

### **2017-2018 Status Update**

PSU Advanced Programs March 27-29, 2018; Chairs: Heather Cummings & Chris Ward;  
Responders: Ron Pedro & Christine Oskar-Poisson;

### **2018-2019 Upcoming Reviews**

- NEC November/December 2018; Chairs: Ron Pedro & Heather Cummings;  
Chairs; MOU; training
- UNH January/February 2019; Diane Monico & Kelly Dunn; Chairs; MOU;  
training
- GSC March/April 2019; Chairs: Laura Thomas & Linda Carrier; MOU; training

## **DISCUSSION**

### **1. DOE Report and Updates – Michael Seidel**

- Hiring status-Michael Seidel noted that the former CTE position has been split into two positions and the new job descriptions have been sent to HR and should be posted soon.
- Legislative update-Nicole H. reported that there was a significant amendment added to a house bill, which would give Charter Schools the first right to turn down empty school buildings. However, an “empty” school building can still be used by a district for up to 10% of time. This could be very problematic for districts and charter schools. Many groups will be watching this closely and waiting to see how this plays out. SB193 “Vouch bill” passed 7-1 and will continue on the full house.
- CAEP training- 5 people have applied for the training this year. The DOE will work to get the word out sooner next year.
- PSB Update-PSB has established a K-8 sub-committee. The Ed-Tech Integrator is moving forward with the title change to Digital Learning Specialist, and General Special Ed committee started their work last month.
- Conduct and Ethics-Nicole H. There was a public hearing last week, and Taskforce members were in attendance to highlight that the document had been worked on for nearly 2 years, and significant effort went into the process. An Executive summary was provided to the legislative committee. July 2018 effective date is possible.

## 2. New Business

- Provided input to DOE regarding integration of updated (500s/612s) standards and matrices – Bill Ross asked the CTE members for input regarding the expectations and responsibilities of Ed Prep programs to respond to certification standard changes. Several points were raised including IHEs should not be held responsible if matrices are delayed, the IHE is accountable for the new rules, but the DOE may not have the capacity to disseminate the information in a timely manner, is there or could there be a cross-walk provided by the DOE for IHEs to follow to help implement changes. Bill noted that PSB is working on providing executive summaries of changes rather than the old method of striking out and replacing with bold text. It was noted that rule changes produce a ripple effect for IHEs and their students in Teacher Ed programs. Will seniors be accountable to changes, juniors etc.?
- Provided input to DOE regarding: how long should IHE recommendation for certification to be considered valid? – Bill Ross asked to revisit the question from last month, how long is too long for an IHE recommendation to be valid. There have been cases recently where a student graduated in the 1990s, and was recommended for teaching upon graduation. That person never became a teacher, but would like to do so now, 20+ years later. How long is too long after a student graduates to seek certification? The DOE does not have a written policy. Many points were raised during this discussion, including most colleges “universally” will accept transfer credits if the courses are within 7 years, current teachers are expected to have a professional development plan that keeps them current with best practices in the field.
- Bylaws – Heather Cummings & Chris Ward. This is the first time that CTE has attempted to create bylaws. Chris and Heather looked at what other groups use, and adapted what they found. The discussion include several topics such as, the operating year, is there a need for meetings section, responsibilities regarding program approval etc. It was mentioned, once adopted, bylaws are difficult to change. Duties should probably go into a procedures document. Who has voting rights was also discussed, and it was remarked that it is important to state what the composition of the membership is.

**Meeting adjourned 2:55 p.m.**

## 3. Old Business – not discussed

- Continued Discussion of Program Approval
- Focus on report template - purpose to come to consensus on report format for Chairs, reviewers, and institutions based on the standards
  - i. Small group –
    1. Highlight what is clear in the content and format of the report template
    2. Generate a list of questions you have with the content and format
  - ii. Large group – Share what works well and what needs refinement