

NEW HAMPSHIRE DEPARTMENT OF EDUCATION  
DIVISION OF PROGRAM SUPPORT  
101 Pleasant Street, Concord, NH 03301

**PROFESSIONAL STANDARDS BOARD**

**March 8, 2017**

**Room 15**

**12pm to 3pm**

**Meeting Minutes**

**Regular Meeting:**

**Present:** Lisa Witte, Dianna Terrell, Cynthia Lucero, Katrina Hall, Joanne Misra, Anne Wallace, Nancy Morse, Kirk Beitler, David Webster, Michele Mitnitsky, Gerard Buteau, Irv Richardson, Kim Yarlott, Joanne Goelzer

**Absent:** Dennis Perreault, Page Tompkins, Christine Boston, Ray McNulty, Erin Grogan

**Department Staff:** William Ross, David Benedetto, Mary Lane, Barbara Hopkins, Ginny Clifford, Amanda Phelps

**Meeting called to order at 12:35 p.m.**

**I. Approval of Minutes**

- a. Chair Dianna Terrell asked for the committee to read the minutes and called for a motion. Nancy Morse asked that page 2, II. a. be edited to read "a feeling" instead of "any sense".
- b. Nancy Morse moved to approve the minutes with amendment. David Webster seconded the motion. The vote was unanimous with Joanne Goelzer abstaining from the vote.

**II. Update on Subcommittees**

**a. Computer Science – David Benedetto**

- i. David Benedetto stated that the computer science subcommittee has been making progress. The committee has one more meeting before finalizing the draft for the PSB. He stated work needs to be done to differentiate between the K-12 criteria and the K-8 criteria to identify the things that the K-8 teachers do not need to know. In addition, he added that representatives from higher education would be at the last meeting to discuss courses that would meet the requirements.
- ii. Ms. Terrell asked if David thought the subcommittee could be ready with a draft to the PSB by the April meeting. David stated that they could. He added that he will send a draft to the PSB members prior to the meeting.

**b. Chemistry, Physics, Life Sciences, Earth and Space Sciences, Middle Level Science and Science Teacher – General Requirements**

- i. Barbara Hopkins reported that the second meeting for the science subcommittees occurred on January 30 with about 60 participants. She explained that each certification area had regional representation with about 8-12 participants in each group.
- ii. Ms Hopkins explained that a smaller group of participants met on February 28, during school vacation. She stated that at the end of the meeting they had produced a document that could be sent out to the field in a survey. On Monday, March 6, the survey was sent out and as of that

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morning they had about 500 educators view it. She explained that the survey would be open for one week to take in comments.

- iii. Ms. Hopkins stated that the larger science subcommittee will be meeting again on Tuesday, March 14 and at that time they should have a finalized document to be submitted to the PSB for comment.
- iv. The PSB members discussed obtaining listserv data for surveys and which survey application to use. Ms. Hopkins stated that she would share her survey monkey with other subcommittees. Ginny Clifford informed the board that the DOE can generate educator email lists by endorsement area, but that the survey would need to be distributed by the Department since the email addresses from the Educator Information System may not be released outside the DOE. Ms. Hopkins encouraged the other subcommittees to find ways to reach out to a broader group of stakeholders for input. Ms. Terrell explained that she feels the other subcommittee chairs do not have the same resources as the ones who work for the Department.

**c. English Language Arts – Lisa Witte**

- i. Lisa Witte stated that the ELA subcommittee met once on February 1 after the last PSB meeting. She stated that they have spent the month since compiling and gathering feedback via google.doc. She explained that there is not a lot of work completed and that they are in the beginning stages of revision. Joanne Misra added that expanding stakeholders is a priority and explained that using one of the tools mentioned earlier would help the subcommittee to reach out to more people.

**d. Social Studies – Dianna Terrell**

- i. Ms. Terrell explained that the subcommittee is chugging along. She stated that she has 12 people involved. Ms. Terrell explained that they identified 6 major standards and that they worked on those areas at their meetings. She added that at the next meeting they would be working on pedagogy. The committee discussed how much pedagogy should be included in these rules. Ms. Terrell stated that it was her understanding that the PSB was directed to remove all pedagogy from the rules. Ms. Clifford explained that pedagogy has to have a content-knowledge focus and not be redundant with the general teaching standards. Mr. Benedetto stated that his subcommittee has identified general pedagogy that should be moved to the general requirements for teacher certification and that they are keeping a list.

**e. Subcommittee Reporting Formats and Timeline**

- i. Ms. Terrell explained to the board that she would like to see the final subcommittee documents come to the full board in similar formats and opened the floor for discussion. She pointed the committee to the PSB Google documents that explains the six concepts for the rules as well as key questions to be asking while revising the rules.
- ii. Ms. Clifford explained that the subcommittees should be making revisions from the current rule by striking out text that should not be included, and typing added text in bold and italics. Amanda Phelps explained that this format is how the rules need to be submitted to the Office of Legislative Services. Ms. Hopkins asked if the outline template could be revised, changing lower case outline letters to uppercase, for example. Ms. Phelps explained the outline numbering

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system and stated that it should not be changed. She also stated that they should be working from the 500 rules and that she could update the 600 s at a later date.

- iii. Ms. Clifford explained that all the rules currently in the subcommittees are due to expire in October. She stressed that the PSB needs to have a recommendation on these rules by the June meeting. She discussed the possibility of Computer Science and Social Studies being ready for the April meeting and that the other sciences as well as ELA should be ready by the May meeting. Ms. Terrell stated that she would like to appoint a “first reader” for each of the rules for the purpose of recommendations being given back to the subcommittee before the rule is presented to the whole PSB. She stated that she would reach out via email to identify “first readers”. Ms. Terrell identified two possible processes for moving the rules to the next step:
  - 1. Proposal is submitted by subcommittee and reviewed by the full PSB. If there are suggested edits or changes, the rule goes back to the subcommittee for revisions.
  - 2. Proposal is submitted by subcommittee and the PSB moves to support the proposal as is. Proposal is converted to “initial proposal” format by BOE staff and submitted to the next Board of Education meeting.
  - 3. Bill Ross suggested a third possible outcome is that there is a structural issue, not content, and that the proposal can be approved with amendments and amended by DOE staff for submission to the State BOE.

Ms. Clifford asked that the subcommittee chairs be in contact with Amanda Phelps of the DOE with their drafts of the rules.

**III. Update on Rulemaking – Ginny Clifford**

- a. **Approved Final Proposals** – Ms. Clifford explained that three rules passed through JLCAR on February 17, 2017. She explained that this is sometimes the biggest hurdle in the process. The following rules will be on the agenda of the next scheduled State BOE meeting:
  - i. Reading and Writing Specialist Ed 507.12 and 614.02
  - ii. Paraeducator I and II Ed 504.05 and 504.06
  - iii. School Social Worker Ed 507.14 and Ed 614.07
- b. **Conditional Approvals** – Ms. Clifford explained that Dance Teacher Ed 507.49 and Ed 612.32 were submitted to JLCAR as a conditional approval request in order to address some of the OLS attorney’s concerns with the way the rule was written. She explained that some of the words used needed clarification and that a reference document was mentioned without an “incorporation by reference” statement. Dance Teacher will be adopted at the State BOE meeting on March 23. She further explained that one of the issues for Dance Ed was the word “demonstrate”. She stated that there is language as follows in the Curriculum Administrator rule that has been sufficient to describe how the DOE would measure what it means to “demonstrate” a competency.

*The Department of Education shall assess the skills, competencies and knowledge of candidates for certification as {curriculum administrators} by reviewing evidence such as but not limited to college course work, documented professional experience, letters of recommendation, professional development hours or CEU’s, and artifacts of professional practice.*

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- c. **Final Proposals** – Modern World Language Ed 507.37 and 612.14 was approved by the State BOE and was placed on the consent agenda for the March 17, 2017 JLCAR hearing.
- d. **Initial Proposals** – Ms. Clifford explained that all initial proposals are still on pause until after March 31<sup>st</sup>. She stated that at that time, School Nurse and Speech-Language Specialist will be ready for the initial proposal phase.

**IV. Update on Commissioner’s Task Force on Ethics – Irv Richardson**

- a. Irv Richardson provided an update on the progress of the Educator Code of Ethics which met on March 22. He stated that Commissioner Edelblut attended part of that meeting and expressed his support of a code of ethics for teachers. He explained that HB 210 is currently in the Senate Education Committee and that the bill is necessary in order to give the State Board of Education the authorization to adopt a code of ethics for teachers in rulemaking. Dr. Richardson went on to explain that the code of ethics had been boiled down to three areas: responsibility to the profession, responsibility to the student and responsibility to the community. He added that the final meeting is scheduled for March 27 to produce a final draft of the rules. Mary Lane asked if “certified personnel” included other staff or providers not employed by the school. Ms. Terrell explained that the intent of the code of ethics is to tie it to teacher credentials, so it only includes educators with NH teaching credentials. Ms. Terrell added that during the March meeting the ethics task force members heard feedback from the February PSB meeting. She also stated that an extensive amount of time was dedicated to “every aspect of” a teacher’s life. Nancy Morse indicated that Attorney Diana Fenton reiterated that the code of ethics is meant as guidance but could be used as a code of conduct at the discretion of each school district as well.

**V. Department Messages and Legislative Update – Ginny Clifford**

- a. Ms. Clifford explained that Department staff are currently working on the School Nurse certification rules and hope to have an initial proposal to present to the State BOE in May. She explained further that the PSB has not been involved in the rule process for the reason that the rules are very detailed in the statute. She added that the Department is working on a proposal that includes multiple pathways for certification and that school nurse would have its own certificate.
- b. Ms. Clifford updated the members on the Department’s new commissioner, Frank Edelblut. She stated that the Commissioner has been very active in reaching out to staff and getting to know people. She explained that the Commissioner has held small meet and greet meetings to be able to engage employees in a conversation and questions and answers. She pointed out that the Commissioner has a primary focus on prioritizing the interaction between teachers and students. Ms. Clifford explained that the Commissioner has explained that the Department should move toward being customer focused, stating that the customers are families and students in addition to school staff. Ms. Clifford also explained the Commissioner’s vision of a more personalized learning experience by scaling up his experiences with home education as well as helping educators tap into the things that light up a student. Mr. Ross added that he went into the meeting feeling unsure, but came out of the meeting with more confidence in the direction the new Commissioner will try to take the Department.
- c. Ms. Clifford gave an update on bills in the State House and Senate that affect the Department of Education.

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- i. **HB 557 – “Croydon Bill”** – Ms. Clifford explained that HB 557 has passed in the House and has moved to the Senate where it is expected to pass. She stated that the bill was written to address a court ruling when the town of Croydon used public money to pay tuition to a Montessori school. The court ruled that the town could not use public money to pay tuition to private schools.
- ii. **HB 647 and SB 193** – Establishing education freedom savings accounts for children attending non-public schools. Ms. Clifford stated that these bills could have significant impact on public education funding. Kirk Beitler added that these bills would provide money from adequacy aide to homeschool and private school families. It is his belief that the proposed legislation has not taken into consideration the homeschool and private school families that have been out of the public school system for a year or more because those students are not counted in the adequacy funding totals. Adequacy funding totals are based on the October 1st student count each year. So there is the potential of a 60-80 million dollar shortfall in the budget if these school choice bills are passed.
- iii. Ms. Clifford provided a brief update on other education bills that are in the current legislative session. Kimberly Yarlott spoke about a meeting she had with House Education committee members, Representative Mary Heath and Representative Mel Myler. She reported that the representatives expressed concern over the fact that education bills are proposed, yet no one from the field comes to the public hearings to take a position on the bills. She added that the representatives spent some time walking her through the bill process and showed her how to access information. Ms. Yarlott stated that the legislative calendars are published on Thursdays and stressed the importance of becoming familiar with the process. Lisa Witte added that the Monadnock Regional School District website, [www.mrsd.org](http://www.mrsd.org), has a page dedicated to legislative news with links to everything education related as well as a link to a bill tracker.
- iv. **HB 620** – Relative to compliance with state and federal education mandates. Ms. Morse asked for an update on this bill and spoke about the “Educating Samuel” documentary adding that the bill could seriously change the way special education services families. Michelle Mitnitsky asked why this bill was proposed. Mr. Beitler explained that the sponsors of the bill believe that the Department of Education rules are more stringent than the laws that govern them. Mr. Benedetto stated the bill’s purpose is to deregulate the DOE. Ms. Mitnitsky asked why going above and beyond the mandate is a bad thing. Mr. Beitler explained that among other things, there is money involved.

**VI. Adjournment**

- a. Ms. Terrell called for a motion to adjourn at 3:00pm.
- b. David Webster made a motion to adjourn. The motion was seconded by Katrina Hall.
- c. The board voted unanimously to adjourn.