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Council for Teacher Education
Minutes of the September 15, 2022, Meeting**

**A meeting for the Council for Teacher Education was held at 12:00 p.m. on
Thursday, September 15, 2022.**

Brian Walker, Co-Chair, Designee, Plymouth State University
Tanya Sturtz, Designee, Keene State College
Michael Fournier, Superintendent, Bedford School District
Laura Wasielewski, Saint Anselm College
Kathryn McCurdy, Designee, University of New Hampshire
Laura Stoneking, Designee, NH Department of Education
Abigail Blais, Hudson Memorial School
Kelly Moore Dunn, NHTI Concord's Community (via Zoom)
Susan Dreyer Leon, Antioch University, New England (via Zoom)
Nick Marks, Granite State College
Diane Monico, Co-Chair, Rivier University College
Shawna D'Amour, Southern New Hampshire University
Kristine Thibault, New England College
Joan Swanson, Franklin Pierce University
Chris Ward, Upper Valley Educators Institute

The Following were unable to attend:

Jamie Malhoit, Kearsarge Regional School District-SAU#65

Meeting Participation also included:

Chris Schmid, Southern New Hampshire University (via Zoom)

Cynthia Lucero, PSB Representative
Carol Langelier, Rivier University
John Gleason, Rivier University
Kim Wilson, NH Department of Education, Bureau of Credentialing
Cat Dorfman, NH Department of Education Bureau of Credentialing
Bill Ross, NH Department of Education, Bureau of Credentialing
Sue Blake, NH Department of Education, Bureau of Credentialing
Julie Shea, NH Department of Education

I. **Welcome, Call to Order, and Introductions**

The regular meeting of the Council for Teacher Education was convened at 12:05 p.m. Brian Walker presided as Co-Chair.

A. Approve June CTE Minutes

Motion: Chris Ward motioned, seconded by Brian Walker, to approve the minutes of the June meeting as amended.

Vote: The motion was approved without dissent. A roll call vote was taken by Kim Wilson with Abby Blais abstaining.

B. Membership

Brian Walker stated Kelly Moore Dunn, Nick Marks, Diane Monico, Joan Swanson, Kristine Thibault, Laura Wasielewski, Mike Fournier and Chris Ward's terms are expiring. There will be a vote at the October meeting to keep these members on the CTE.

1. Antioch University

Brian Walker introduced the CTE applicant representing Antioch University, Susan Dreyer Leon. Brian Walker also introduced the CTE applicant representing Southern New Hampshire University, Shawna D'Amour. The voting members for this decision were

Tanya Sturtz, Mike Fournier, Laura Wasielewski, Kathryn McCurdy, Laura Stoneking, and Brian Walker.

Motion: Brian Walker motioned, seconded by Laura Wasielewski, to approve the applications for Shawna D'Amour and Susan Dreyer Leon to join the Council for Teacher Education.

Vote: The motion was approved without dissent. A roll call vote was taken by Kim Wilson.

2. Linda Kalloger – Layperson Resignation

II. CTE Committees

1. CAEP Agreement

This committee will remain on the agenda but is currently being worked on by the DOE.

2. CTE Handbook

Kathryn McCurdy and Joan Swanson will continue to be part of this committee. Laura Stoneking volunteered to join the committee.

3. Program Review 602 Rules

Chris Ward stated the rules were presented the previous year, but there was no formal vote to approve them. The committee will document rationales for any changes to prepare for presentation to the State Board of Education.

Chris Ward, Kelly Moore Dunn, and Laura Wasielewski will comprise this committee, which will also include the Admin Rules.

4. 603-606 Admin Rules (Standards)

5. Title XV Education 190:1-190:7 (legislative rules – 1951)

Laura Wasielewski stated the committee previously made recommendations for Title XV Education 190:1-190:7. A legislative committee is needed to move forward. This is something the DOE would be responsible for rather than the CTE committee. It will remain on the agenda to allow the CTE to follow its progress, but it is not something CTE is working on at this time.

6. Professional Standards Board Updates

Cynthia Lucero, PSB representative, shared that the PSB met in August and September. The current standards in review were provided. ESOL standards have been in process and will hopefully be presented at the October PSB meeting. The rules on administrative endorsements went back to the State Board of Education. There are 6-7 openings for teachers on the PSB. Kim Wilson can provide the application to any interested applicants.

Bill Ross added the PSB made recommendations on the administrative endorsements. The State Board had some objections around the measurability of some terms included. The DOE must now make the requested changes and send it back to the State Board. Once the State Board accepts the initial proposal, there will be a public hearing.

III. Annual Report

A. Due on December 1, 2022

Brian Walker stated the annual report is typically due September 30th. The date has been extended while the questions are being reviewed and modified. The annual report shows data for the 2021-2022 academic year.

Laura Stoneking shared the goal of modifications is to create modality within the structure to collect data. They are requesting information from institutions showing how they collect enrollment data and the definition of program completer. This will allow a common definition to be created.

IV. Program Reviews (Existing and New Program requests)

A. Share the 2022-2023 Program Approval Schedule and Progress Report Schedule

Brian Walker shared an attachment with an overview of program reviews. Keene State will have a CAEP report coming before CTE in November. Franklin Pierce University has a progress report due in January. St. Anselm has a new proposal that will be presented in January.

Laura Stoneking stated Brian Walker and Kathryn McCurdy volunteered to review the CAEP report for Keene State and write an executive summary. Joan Swanson and Mike Fournier volunteered to be reactors.

Laura Stoneking stated Linda Kalloger resigned from the CTE layperson position and must be replaced. Nick Marks volunteered to take her place as co-chair to review the Franklin Pierce progress report. Pat Corbett will remain as the other co-chair. Mike Fournier and Shawna D'Amour will be the reactors.

Laura Stoneking stated St. Anselm will be presenting a proposal for 11 new Master of Arts and teaching PEPPs. Chris Ward and Tanya Sturtz will be the co-chairs. Diane Monico and Kristine Thibault volunteered to be reactors.

Brian Walker stated SNHU has a CAEP review in the spring. Laura Stoneking stated of the people who can step in under the state representative as a trained CAEP reviewer, there is only one still current and is unable to complete the review. More CAEP trained people are needed.

V. Program Reports (Progress Reports, Approval Reports, National Accreditation Reports)

There were no program reports to review.

VI. Substantive Change Requests

A. Rivier University – School Counseling Program

John Gleason Dean of Education Counseling, Professor of Education, Director of Ed.D. and Carol Langelier Professor of Education Counseling from Rivier University reported on the substantive change request submitted to the CTE. John Gleason stated they are requesting to move a previously approved NHDOE school counseling program to an online format. The courses listed in the framework describe the program and the details of the program. Residencies on campus will happen on weekends. The program

is for people with residency in New Hampshire, which is consistent with current regulations. The program is not changing from the previous approval including assessments and portfolio. This change is in response to the increasing need for school counselors.

Bill Ross asked about the practicum experience for school counselors. Carol Langelier from Rivier University responded there will be biweekly meetings with students to allow them to participate with the seminar instructor at the university. They get the university supervision without having to come to campus. Some courses are completely online working through modules. Other courses require live attendance via Zoom.

Brian Walker requested a list of the courses and the proposed mode. The presented format was difficult to decode.

Kathryn McCurdy asked about students who are currently in the program. John Gleason from Rivier responded there will be a two-year transition allowing students to complete the program in the current mode. Newly enrolled students would begin the program using the new mode.

Brian Walker stated the CTE must determine if the substantive change effects the original program approval. If it does, the change must go to the State Board of Education. If it does not, CTE can vote to approve the changes.

Mike Fournier asked about the course changes from traditional classroom to module based online and whether the school has thought about how that changes the overall program. John Gleason from Rivier responded, the module-based programs were created using a specific program learning sequence developed over 23 years of teaching. The basic elements are laid out systematically in these courses. The modules still incorporate feedback from instructors.

Motion: Brian Walker motioned, seconded by Laura Wasielewski, to accept the substantive change report and retain approval through the existing expiration date.

Vote: The motion was approved without dissent. A roll call vote was taken by Kim Wilson, with Diane Monico abstaining.

VII. Administrative Rules 602-606 Update

A. Review changes from last year; plan for upcoming year

Brian Walker opened the floor for questions and discussion on the administrative rules 602-606 update. Chris Ward stated the rules expire March 2023. The State Board needs to accept the initial proposal prior to that date. Julie Shea added after the initial proposal is approved, it must be filed with the Office of Legislative Services to get the initial proposal put on the rulemaking register and hold a public hearing. There was a suggestion to bring the complete initial proposal to the October CTE meeting and to the State Board in December.

VIII. SNHU Option 4 request

Laura Stonking stated the request does not include all their programs.

Motion: Nick Marks motioned, seconded by Laura Wasielewski, to accept the Option 4 request from SNHU.

Vote: The motion was approved without dissent by roll call vote with Shawna D'Amour abstaining.

IX. NH DOE Updates

Laura Stoneking introduced DOE staff. Kim Wilson was promoted to criminal history records check coordinator. Cat Dorfman is the new logistics employee. Julie Shea is the new rules coordinator.

A. Bureau of Educator Prep and Higher Ed

1. Criminal History Records Check Process Update

Laura Stoneking passed around a form for members to designate a member of their institution for criminal history records check training.

Sue Blake stated the expected kick-off date is November 1, 2022. They are looking for 2-3 pilot schools starting October 1, 2022. Once students are selected to be in a program, they will download a criminal history release form (DSS256) from the Department of Safety. They will then go to one of the live scan locations around the state. At the same time, they will apply for the application with the Department of Education in EIS. They will apply for the criminal history records check as a PEPP student. The cost for Department of Safety is \$25 and the cost for DOE is \$100.

Chris Ward asked about expanding the number of accepted live scan facilities to allow convenient options for more students. There are other local police departments with live scan available that are not currently available through the site. Cat Dorfman stated other police departments must be told fingerprints are being done for the DOE in order for the results to be sent to the correct department. Sue Blake stated they are working with the Department of Safety to bring a live scan machine to the DOE.

Sue Blake stated the criminal history records check is looking at section 5 violations. They have added first degree assault, human trafficking, and felony level possession of a controlled drug with intent to sell within the last 10 years to the list of violations.

The clearance is good for three years. They will get it when they are entering a new PEPP program and when they need to renew their license. When clinical experiences are being done, they may need an additional background check.

Bill Ross stated all students who will be recommended for licensure after November 1, they will need to be registered in EIS. Brian Walker asked for clarification that background checks are for students who are admitted into the program, which is different than someone who has declared the major without finishing the first decision point. Bill Ross clarified the background check only applies to students who have been admitted, accepted, selected for an ed prep program.

2. Annie Wallace – Math NHED

Annie Wallace, the Educational Consultant for Mathematics and STEM, also oversees presidential awards for the state.

B. Bureau of Credentialing

C. NH State Board of Education

Laura Stoneking provided updates. State Board approved full approval for NEC's 8 programs through August 30, 2027. Upper Valley Ed had 20 programs approved through August 30, 2029. Franklin Pierce had conditional approval of 7 programs through October 31, 2023, with a progress report due January 12, 2023. The Board accepted Antioch's immediate elimination of the science 5-8 program effective June 14, 2022 and accepted the extension and elimination of life science through July 27, 2023.

D. Structure for Subcommittees

Laura Stoneking stated there are new guidelines for subcommittees. Meeting dates must be held and posted publicly. Minutes must be taken and documented. Kelly Moore Dunn and Chris Ward are going to assist Laura Stoneking in making a template.

ADJOURNMENT

Motion: Nick Marks motioned to adjourn the meeting at 3:02 pm.