

NEW HAMPSHIRE DEPARTMENT OF EDUCATION
DIVISION OF EDUCATOR SUPPORT AND HIGHER EDUCATION
101 Pleasant Street, Concord, NH 03301

PROFESSIONAL STANDARDS BOARD

March 10, 2021

Meeting held via Zoom due to the COVID-19 pandemic

12:00 pm to 3:00 pm

Meeting Minutes

Regular Meeting: Meeting held via Zoom due to the COVID-19 pandemic

Members Present: Cynthia Lucero, Tom Laliberte, Christina White, Beth McClure, Irv Richardson, Page Thompkins, David Webster, Kimberly Yarlott, Christopher Benedetti, Steve Appleby, Jeni Laliberte, Erin Cayer, Andra Hall, and Tim Broadrick.

Members Absent: Kirk Beitler, Joanne Goetzler, Joann Misra, and Mary Murphy.

Department Staff: Kim Wilson, William Ross, Laura Stoneking, Susan Blake, and Amanda Phelps

Guests: Diane Monico (CTE) representative

I. NEW MEMBER ORIENTATION

Members introduced themselves. Cynthia Lucero, Chair of PSB, faculty member at NHTI. Page Thompkins, Vice Chair of PSB, faculty member and Director of the Upper Valley Educator's Institute. Steve Appleby, Director of the Division of Educator Support and Higher Education, oversees Credentialing. Susan Blake, newly hired Administrator of the Bureau of Credentialing. Kim Wilson plans meetings, subcommittees, etc. Laura Stoneking, Administrator of the Bureau of Professional Educator Preparation Program.

New members this month introduced themselves. Erin Cayer, Out of District Coordinator for the Concord School District, is in the Principal intern program at UVEI. Jeni Laliberte, prek-2 Principal at Hillsborough-Deering Elementary. Andra Hall, Special Education Coordinator at John Stark Regional High School, has assisted with Special Education standards. Tim Broadrick, Superintendent SAU 86 and SAU 301, previously assisted rewriting secondary school standards.

Steve Appleby shared that the PSB is an advisory board to the State Board of Education focusing on the ED 500 administrative rules. These rules have the force of law based upon RSAs. ED 500 rules expire every 10 years. The main task of the PSB is to create subcommittees to look at endorsements as they come up for expiration. The PSB votes on

the recommendation of the subcommittee and makes a recommendation to the State Board of Education. Then the rules go into the administrative rule process. There are a lot of steps, deadlines, timelines that must be followed. If a rule expires, the DOE cannot license educators in certain areas.

Page Thompkins shared that members on subcommittees do not need to have a certification in the area. The PSB members bring knowledge of the rule making process.

II. CALL TO ORDER

A. Zoom Meeting Ground Rules

Chair Cynthia Lucero called to order the regular meeting of the Professional Standards Board at 12:32 pm, held as a Zoom teleconference call.

Chair Cynthia Lucero announced new members: Erin Cayer, Out of District Coordinator for Concord; Andra Hall, Special Ed Coordinator at John Stark High School; Tim Broadrick, Superintendent of SAU 301 & 86; and Jeni Laliberte, Principal of Hillsborough-Deering Elementary.

Steve Appleby introduced newly hired Administrator of the Bureau of Credentialing, Susan Blake.

III. APPROVAL OF MINUTES

A. Meeting Minutes of December 2, 2020-Vote Needed

Motion: Page Thompkins made the motion, seconded by Irv Richardson to approve the December meeting minutes.

Vote: The motion was approved by unanimous vote by the Professional Standards Board with Jeni Laliberte, Erin Cayer, Andra Hall and Tim Broadrick abstaining. A roll call vote was taken by Kim Wilson.

B. Meeting Minutes of February 3, 20201 - Vote Needed

Tom Laliberte asked for clarification on the library media specialist section that proposed only specified PSB members or subcommittee chairs do the final approval before sending the document to the State Board. Steve Appleby clarified that there is a lot of back and forth during the approval process. Sometimes when Amanda Phelps puts documents into rule format, it can change the meaning. This would allow the chair of the subcommittee to review and ensure nothing in the meaning was changed.

Beth McClure mentioned Page 3, it said the word IFP and should be RFP.

Motion: Steve Appleby made the motion, seconded by Tom Laliberte to approve the February meeting subject to noted changes.

Vote: The motion was approved by unanimous vote by the Professional Standards Board with Jeni Laliberte, Erin Cayer, Andra Hall and Tim Broadrick abstaining. A roll call vote was taken by Kim Wilson.

IV. OPEN BOARD DISCUSSION AND UPDATES

A. Committee Updates

1. Ed 507.11 and Ed 612.04–Elementary Education Teacher

Beth McClure shared that the subcommittee met on March 3rd and will meet again on March 31st. Right now they are working entering the rest of the criteria educators would need to be able to teach in the four content areas: math, science, social studies and language arts for 7th and 8th grade only.

This subcommittee was formed as a result of parents around the state that there were teachers teaching at the middle school level who were not adequately prepared. The purpose of the subcommittee is to try to maintain the K-8 license, but have people prepared to teach the upper grades. At the previous meeting, the board agreed that the expectations would be to meet the K-6 requirements and know the content for 7th and 8th grade in particular content areas. Teachers would have 6 years to meet that requirement.

The subcommittee plans to bring an informal proposal to the PSB in May and a more formal proposal in June.

Page Thompkins asked the difference between having humanities and STEM content areas vs 4 content areas would raise the bar or increase the flexibility. Beth McClure responded that it would be beneficial to have someone with 2 focus areas, but someone could choose to do that regardless. The subcommittee is weighing the options. Page Thompkins asked about the barriers to entry of having 2 focus areas when the state has rules allowing educators to teach in a different focus area as long as it's less than 50% of their assignment. Beth McClure shared that the subcommittee felt that the rule allows for less prepared educators and they are trying to find a rule that would lead to the best outcome for students. Steve Appleby shared that the State Board will be renewing the Ed 300 rules of minimum standards.

David Webster asked about smaller schools that only have 2 teachers in the middle school. Would they need multiple certifications? Beth McClure shared

that the process would allow them 6 years to accommodate the change. When there are 2 teachers, there still needs to be teachers qualified in all four areas to best meet the needs of students.

Tom Laliberte asked about the 50% rule requiring the principal deeming the teacher capable of teaching a minor area. Bill Ross responded that the administrative rule specifies that the principal must determine that the individual is content qualified for the assignment.

2. Ed 507.35–Educational Interpreter/Transliterators for Children and Youth Ages 3-21

No update was provided.

3. Master Teacher License

Irv Richardson shared that the subcommittee met on March 1st and determined the current endorsements needed to hold a master teacher license and began to define what a master teacher would do to help improve other's performances on the Professional Education standards. It would be a place between a classroom teacher and an Administrator. The next meeting will be in April. Nothing will be brought to the group in the upcoming months.

4. Ed 507.48 and Ed 507.49–Comprehensive Marketing Educator and Comprehensive Business Educator

No update was provided.

5. Ed 507.35 and Ed 507.39–Theater Teacher and Music Teacher

No update was provided.

6. Ed 507.18–Early Childhood Education Teacher

No update was provided.

7. Ed 507.37–Classical Languages Teacher

Tom Laliberte shared that the committee had been formed. There are very few people with these certifications. The committee is a group of 6, one of which is a UNH professor.

8. Ed 507.17–ESOL Teacher

No update was provided.

9. Ed 507.20 Library Media Coordinator

Kim Yarlott shared that a committee had been created. A person with this credentialing was part of the committee felt that it was obsolete. The committee's recommendation was to remove the credentialing and grandfather in the people who have it. The School Librarian license absorbed all of the areas for the role of the Library Coordinator. No one who has this assignment holds the credential. A formal proposal will be made at the April meeting.

Steve Appleby requested an opportunity to have input in the process by which current credential holders will be grandfathered. Historically, there has not been an adequate process for obsolete licenses.

V. DEPARTMENT REPORT

A. Council for Teacher Education (CTE)

1. Meeting Dates– March 18, 2021, April 15, 2021, May 20, 2021, June 17, 2021
2. CTE Update

Diane Monico, representative for Council of Teacher Ed, shared that she is the program director of education programs at Rivier. Laura Stoneking shared that 4 institutions are going through the state review. The Bureau of Ed Prep and Higher Ed and the Bureau of Credentialing are looking for clarity on requirement rules about things like field placement and licensure requirements for those that are in placements. They would like to move toward some type of dashboard that provides information about the programs offered.

Steve Appleby shared that Rhode Island's dashboard for Ed prep programs provides tremendous information for their students. He would like New Hampshire to have that same level of transparency, while making the process of credentialing easier to navigate.

VI. OPEN BOARD DISCUSSION AND UPDATES - REVISITED

A. In-Depth Discussion

1. Ed 505.03 and Ed 610.02–Professional Education Requirements

Tom Laliberte shared that suggestions from PSB were brought to the subcommittee, which resulted in changes. The introductory paragraph was removed. Amanda

Phelps, Administrative Rules Coordinator, shared that it did not fit into the format without being a separate rule.

Tom Laliberte shared that the words “including their prior” were removed. Amanda Phelps shared that it could be put back. Kim Yarlott asked for clarification on the wording of schooling or life experiences. Tom Laliberte shared that it is life experiences. Kim Yarlott shared that removing the wording eliminates confusion. Erin Cayer shared that keeping the wording “including their prior” is clearer to identify past events. Amanda Phelps put the wording back in.

Tom Laliberte shared that “knowing how to” was removed and “access” became “accessing.” Amanda Phelps shared that the language was simplified but could be changed back.

Tom Laliberte shared that “skill” should be plural. Amanda Phelps made that correction.

Tom Laliberte shared that a statement between 3a and 3b was removed. Amanda Phelps made that adjustment. There was a discussion about implementing technology in planning or plans to ensure wording means students will be using technology. Bill Ross shared that in could say instructional plans. The team agreed to the change from planning to plans.

Tom Laliberte shared that 3d should have practices taken out. 4b had engaging changed to establishing. Amanda Phelps corrected that.

Tom Laliberte asked the board about the code of ethics and how that should be added. Amanda Phelps shared that it could be added the same as in the pro-ed standard for administrators and point to the code of conduct in the rules. The code of ethics cannot be referenced in a rule because administrative rules do not allow incorporation of a document by reference that the agency has created itself.

Motion: Page Thompkins made the following motion, seconded by Kim Yarlott that the Professional Standards Board adopt the proposed Ed 505.03 and Ed 610.02 rules incorporating the changes discussed.

Vote: The motion was approved by unanimous roll-call vote by the Professional Standards Board with Tim Broadrick abstaining.

1. Ed 506.01, Ed506.02, Ed506.03, Ed506.04, Ed 506.05, Ed506.06, Ed506.07, Ed506.08, andEd507.01–Superintendent, Assistant Superintendent, Business Administrator, Principal Instructional Leader, Curriculum Administrator, District Administrator, Special Education Administrator, Associate Principal Instructional Leader, Career and Technical Director

Kim Yarlott shared that administrative licensures were inconsistent in language. A committee was formed to take the professional standards for educational leaders and apply it to all administrative licensures. Chris Benedetti added that these are general education leadership standards. Including them would make certification more efficient and less redundant.

Kim Yarlott shared that the application procedure was also made consistent for all licensures. Superintendent mostly stayed the same other than removing specific type of education to have flexibility throughout the state. The new wording references professional standards of educational leader and removed all of the other language.

Bill Ross shared that assistant superintendent is a credential one could hold for a limited period of time until you meet the experience qualifications to qualify for the full license as a superintendent.

Business administrator was separated because it requires a different background. Principal, formerly instructional leader, referenced professional standards.

Curriculum administrator stayed the same because it may not require a reference to the professional standards. Bill Ross asked if it would create large changes referencing differences in language for a high school position or district position. Chris Benedetti shared that the license would be a district level position. The committee is still discussing this language due to a difference in how districts use the position. Bill Ross shared that credentialing should apply to high level expectation. Competencies that would apply were added to the license requirements. The board discussion recommended the professional standards be referenced.

District administrator is a credential comparable to superintendent in a very small district. Special education administrator referenced professional standards and left the areas of compliance with laws, regulations and rules. Associate instructional leader, changed to assistant principal, allows to be enrolled in a program in 3 years to qualify for a full principal license.

Career and technical education director vs principal was discussed. The requirements are similar. Conversations will continue. Professional standards were referenced, but also left in wording specific to this position. Bill Ross suggested comparing CTE director and principal standards.

Kim Yarlott shared that the committee is working with the PSB and Amanda Phelps with suggestions. They would like to submit a cleaner document to vote on at the April meeting.

VII. DEPARTMENT REPORT - REVISITED

A. Update on Rulemaking

Amanda Phelps shared that the school librarian was going to the State Board as an initial proposal.

B. State Board of Education Update

1. Meeting Dates– March 11, 2021, April 08, 2021, May 13, 2021, June 10, 2021
2. SBE Update

No update was provided.

VIII. OLD BUSINESS

A. Work-Based Learning Coordinator - Study Committee Needed

Cynthia Lucero shared that there was a proposal to consider a work-based learning coordinator. A study committee needs to be formed to make a recommendation of potentially adding this as an area of endorsement. A chair is needed. Amanda Phelps shared that the State Board needs rule making authority for that credential. The committee would determine if it's worth pursuing. Tom Laliberte shared that there needs to be representation from smaller districts.

IX. NEW BUSINESS

A. Para Endorsements

Steve Appleby shared that there are currently 2 para endorsements. Licensure is not a requirement except in Title 1 schools. He suggested collapsing it to 1 endorsement with the parapro exam made a requirement. A study committee may be formed to look into this change.

B. Licensure Endorsements Without Grade Ranges - Public Preschools

Steve Appleby shared that there has been an increase in schools adding PreK. The Early Childhood Education credential covers a preschool teacher. However, other teachers are being assigned preschool instructional responsibilities when

the license doesn't define a grade range. The questions are if there should be grades assigned to all licenses and should there be a separate rule to apply to PreK instruction. The board will discuss this at the April meeting.

X. TABLED ITEMS

There were no tabled items.

XI. ADJOURNEMENT

Chair, Cynthia Lucero adjourned the meeting at 3:00 p.m.