

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

PROFESSIONAL STANDARDS BOARD

September 8, 2021

12:00 pm to 3:00 pm

Meeting Minutes

Members Present: Kirk Beitler, Tom Laliberte, Tina White, Beth McClure, Joann Misra, Kimberly Yarlott, Steve Appleby, Jeni Laliberte, Andra Hall, and Tim Broadrick.

Members Absent: Irv Richardson, Mary Murphy, and Erin Cayer

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

Guests: Sarah Robinson

CALL TO ORDER

Chair Kirk Beitler called to order the regular meeting of the Professional Standards Board at 12:29 pm.

APPROVAL OF MINUTES

Meeting Minutes of June 17, 2021

Board members noted necessary changes to the meeting minutes. The Board tabled the approval of the meeting minutes until the next meeting.

OPEN BOARD DISCUSSION AND UPDATES

In-Depth Discussion

1. Ed 507.11 and Ed 612.04—Elementary Education Teacher

Beth McClure shared that the Board received a copy of the recommendations. The executive summary will be given to Kim Wilson for the next meeting. Kirk Beitler asked about the process. Beth McClure responded that she envisions a licensed educator in the field who goes through the competencies and mark whether they've been met or not. Steve Appleby suggested clarifying who is reviewing the paperwork and offered to look

through the site-based wording. Beth McClure will make the proposed changes and send to Kim Wilson.

Tom Laliberte asked if this rule eliminates K-8 and makes K-6 and 7-8. Beth McClure clarified that without completing this process, K-8 licenses will revert to K-6. Teachers must have an area of concentration to maintain K-8 license. Tom Laliberte asked how this affects new licensure at the higher ed level. Beth McClure stated it's up to them to comply with the requirements for a K-8 concentration. Steve Appleby stated that it would be up to institutions to update their program to match the new standards. Bill Ross shared that the majority of K-8 licensed teachers teach exclusively in K-6 and have never taught in 7-8 grade. Many current teachers may not pursue maintaining K-8 with the new standards. Teacher prep programs have little guidance on what concentration courses should include. The rule will give them that guidance.

Tim Broadrick asked for confirmation that someone with a K-8 license with a concentration in social studies could not take a position for English. It was confirmed with the caveat that the state allows people to teach less than 50% of their course load outside their area of certification. Tom Laliberte stated that in the new rule, it states 20%. There is a concern over the struggle to hire teachers with these changes. Beth McClure informed the group that the committee wrote it in a way that gives teachers 6 years to get their licensure updated. Joann Misra asked about the middle school structure of teams of teachers. Some students need a smaller team to teach the 4 content areas. There is also a budgetary concern for smaller schools to hire enough teachers in each content area, which would increase class sizes.

Steve Appleby stated that a rule can't be passed that conflicts with another rule. The rule would have to be amended. He asked if the 20% would be proposed for this endorsement or all endorsements. Beth McClure responded it's being recommended for all endorsements. Bill Ross commented that teachers can have 2 endorsements on their license to allow them to teach 2 subjects. Laura Stoneking added that Ed 306.15 (g) provision of staff and staff qualifications states "An educator with sufficient content knowledge as determined by the school principal may be given a minor assignment to teach in a program area in which he or she is not certified. A minor assignment shall be less than 50% of the individual's weekly worktime and be reviewed on an annual basis to ensure that the individual has the appropriate level of content knowledge." Board members discussed the rule being used to cover classes with a shortage of qualified staff and how to best increase standards in a way that is practical in the field.

Beth McClure and Steve Appleby clarified that there will be 2 votes at the October meeting. One to recommend the proposed change to the minimum standards for K-8 and one to recommend the State Board reviews the 50% rule.

2. Ed 506.01, Ed 506.02, Ed 506.03, Ed 506.04, Ed 506.05, Ed 506.06, Ed 506.07, Ed 506.08, and Ed 507.01—Superintendent, Assistant Superintendent, Business Administrator, Principal Instructional Leader, Curriculum Administrator, District Administrator, Special Education Administrator, Associate Principal Instructional Leader, Career and Technical Director

Kimberly Yarlott shared the committee would like a vote today. Steve Appleby stated that 3 endorsements expire soon. The rest don't expire for another year. He asked if the rule can be split to vote just on the 3 about to expire. The reason is some of the competencies are missing under principal and curriculum administrator. Amanda Phelps suggested pushing it to October to go to the State Board in November.

Amanda Phelps shared that there are some definitions need to be clarified. The more the endorsements are defined, the easier it is in credentialing. A board member asked if the district administrator endorsement has provisions for supporting students with special needs. Steve Appleby stated that a district administrator is equivalent to a superintendent of a very small school district. They must have principal license, 5 years' experience as a principal, and the ability to provide superintendent services that are identified in the RSA.

Andra Hall asked about the term educational interpreter/transliterater and where it is defined. Steve Appleby responded that EIT is an endorsement offered and is defined under sections S and V. The Board discussed some of the definitions and categories for different endorsements. Amanda Phelps shared that she has new software that will help identify areas affected by any changes made by amended rules.

Kim Yarlott stated that in a recent revision of the statement of eligibility and site-based licensing plan, there were issues where statement of eligibility requirements were not spelled out in rule. The new proposal has the statement of eligibility requirements at the beginning of each endorsement. Steve Appleby stated he will work through that and come back with clarification at the next meeting.

Steve Appleby clarified that this was reviewed at the June meeting and issues were identified and missing competencies need to be added back in for principal and curriculum director. Kim Yarlott stated that assistant superintendent is the first endorsement allowed a statement of eligibility under a critical shortage. It shows what all endorsements will look like going forward to satisfy the concern of setting requirements outside the rule.

A question was asked about reciprocity. Steve Appleby stated that reciprocity is misapplied to process of license taking across state lines. All licenses are evaluated against NH competencies before providing a license. No state is full reciprocity for administrators.

Steve Appleby shared that he had a meeting with the NHSAA. They expressed interest in making their program part of the rules for superintendents. It could require first time superintendents to take some type of continuing education in leadership and being a

superintendent in NH. Some superintendents from out of state do not always know NH law and practices. The Board discussed the current process of out of state superintendents coming to NH and possible changes including how to ensure candidates are appropriately qualified. Members will think about possible language and discuss at a future meeting.

Steve Appleby stated that there are about 10 people who hold the district administrator endorsement. There are few districts small enough to meet the requirement. It's an easier endorsement to obtain than superintendent.

Steve Appleby shared that in discussions with school business officers, there is concern about testing requirements for the business administrator endorsement. Therefore, it was suggested that this endorsement be moved out of the administrative category. A business administrator endorsement would then not meet the requirements to move into special ed admin or superintendent. Beth McClure stated it would make sense to move it because it doesn't have an educational basis and it's important for a superintendent to have a strong educational background. Steve Appleby questioned the existence of the endorsement because many districts have a business manager, rather than a business administrator. Amanda Phelps shared that taking it out of administration would put it in Ed 504 with educational interpreter, transliterator, school nurses and paraeducator.

Steve Appleby asked if there should be language regarding state approved programs for business administrator rule. This would allow a program to be approved to meet the requirements of business administrator.

Andra Hall asked why the requirement of a master's degree in a special education related field doesn't include educational leadership or school administration. More than half of the current special ed administrators do not meet this standard. They all have a master's degree, but most of them are in educational leadership. The committee agreed to review the language.

Steve Appleby asked that members think about the fact that with the changes, school counselor is no longer eligible for some administrative endorsements because school counselor will no longer meet the pro-ed standards. This is an association request.

Kim Yarlott stated that the career and technical director was an area the committee discussed with various stakeholders about whether to keep this endorsement under administration. In the end, it will keep its administrative status. Depending on the district, people in this position may report to the principal or the superintendent.

Kirk Beitler asked if the school counseling director endorsement is being moved to the Ed 504s as a separate license. Steve Appleby shared that the feedback in the field is the request to be exempt from the pro-eds. Kirk Beitler stated that some directors have administrative contracts. The Board discussed the pros and cons of having the praxis be required for school counseling directors.

Steve Appleby stated there are a small number of endorsements already exempt from taking the praxis and questioned if the board should continue allowing exemptions. Laura Stoneking stated that candidates should be able to meet the standards after their college education programs. Tim Broadrick stated that the limited number of applicants has resulted in administrators having to accept candidates with less impressive resumes. He also stated his concern that these changes will restrict the potential candidate pool in the leadership roles. Steve Appleby stated there are approximately 500 public schools statewide. There are a couple thousand people who hold the principal license. However, it has still been difficult filling the principal positions. The board decided to table this discussion for the next meeting.

Steve Appleby stated that library media coordinator was proposed to eliminate for being redundant with library media specialist. A vote is needed to eliminate this endorsement.

Committee Updates

1. Ed 507.35–Educational Interpreter/Transliterater for Children and Youth Ages3-21

Kirk Beitler asked if anyone would be interested in chairing this committee. An email will be sent out.

2. Master Teacher License

Bill Ross shared that the committee has been focused on what is the master teacher going to be for, what is it. They realized that a lot of experienced teachers want more. The master teacher license will be part of the professional lattice where that person can become the generic master teacher in the school. They can take on a supportive role as needed in their schools.

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

Steve Appleby stated that a new chair is needed and it will be added to the email.

4. Ed 507.17–ESOL Teacher

Kirk Beitler shared that the committee has met throughout the spring and hope to wrap up by December.

5. Work-Based Learning Coordinator

There were no updates.

DEPARTMENT REPORT

Update on Rulemaking

Steve Appleby stated that there will be several items going to the State Board in October. The department purchased administrative rule tracking software.

State Board of Education

Meeting Dates – September 9, 2021, October 14, 2021, November 10, 2021

SBE Update

Steve Appleby shared that the State Board has several PSB applicants to consider.

Council for Teacher Education (CTE)

Meeting Dates - September 16, 2021, October 21, 2021, November 18, 2021

CTE Update

Laura Stoneking shared that 4 institutions will be reviewed for full PEPP reviews. Keene state has elected to go through option 4 through national accreditation through CAEP. Upper Valley Ed has 20 programs that are currently licensure only. Franklin Pierce has 7 programs, but several levels offered within those 7. St. Anslem has a new program request. They are expanding their programs and CTE is attempting to do a joint review with the higher ed commission along with the CTE review.

Laura Stoneking shared that the CTE rep who attended PSB meetings last year is now a CTE chair and will step down. There may be somebody new. They welcome any PSB member to be the representative to come to CTE meetings.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Criminal Records Checks

Steve Appleby stated that the legislature passed a bill last year that said the department would act as a clearing house for criminal records checks for bus drivers and bus monitors. This allows bus drivers to drive in any district throughout the state. The department of safety had to

request clearance from the FBI to release the record check to the department. There is a waiver allowing the current system to stay in place during this delay.

Steve Appleby stated legislation passed in the spring that will ask the department to do a criminal records check for every new applicant for licensure as well as ed prep students. The record check the department will complete, will be strictly related to Section 5 violations. Phase 3 will be a criminal records check upon renewal. This does not prohibit districts from doing their own criminal records check.

Steve Appleby stated that he is proposing dedicated numbers of PSB members from higher ed and administration. He will be going to legislature this year with that proposal. He also wants to propose changing the term limits for PSB.

New Subcommittees

Ed 507.04-Comprehensive Agricultural Educator

Kirk Beitler stated a chair is needed. It is due December of 2022. This will be included in the email of committee chairs needed.

Ed 513.01, Ed 513.03, Ed 513.04, Ed 513.05, and Ed 513.06-Basic Requirement, Criteria for State Approval of Local Professional Development Master Plan, Individual Professional Development Plan, Criteria for License Renewal of Educators Under the Professional Development Master Plan, Criteria for License Renewal of Educators Not Under the Local Professional Development Master Plan, Licensed Paraeducators and Educational Interpreter/Transliterators

Kirk Beitler stated that these rules expire in 2030. Amanda Phelps clarified that these rules were renumbered which changed their expiration date. However, they are 10 years old. Steve Appleby stated this is a big rule set and it should be done as a group. It should be a large committee. This will be included in the email of committee chairs needed.

Join Meeting with CTE in October

There is a meeting scheduled for 10/6, but the joint meeting date is 10/21. There's a choice of dates. Steve Appleby suggested not doing a joint meeting in October. Kirk Beitler will connect with the new cochairs of CTE.

TABLED ITEMS

There were no tabled items.

ADJOURNEMENT

Motion: Kim Yarlott made the motion, seconded by Kirk Beitler to adjourn the meeting at 3:25 p.m.