

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

**PROFESSIONAL STANDARDS BOARD**

**September 14, 2022**

**12:00 pm to 3:00 pm**

**Members Present:** Tom Laliberte, Christina White, Beth McClure, Kimberly Yarlott, Steve Appleby, Jeni Laliberte, David Latchaw (via Zoom), Donna Couture, Christina O'Hara, and Cynthia Lucero.

**Members Absent:** Andra Hall, Erin Cayer, and Tim Broadrick.

**Department Staff:** Laura Stoneking, William Ross, Kim Wilson, Sue Blake, Julie Shea, and Catherine Dorfman

**I. CALL TO ORDER**

Interim Chair, Tom Laliberte, called to order the regular meeting of the Professional Standards Board at 12:04 pm.

**II. INTRODUCTIONS**

Steve Appleby introduced Julie Shea, the new Rules Coordinator. She has already met with OLS and is working to streamline our rules process in the coming year.

Steve Appleby also introduced Catherine Dorfman who is taking over for Kim Wilson. Kim is now the Criminal History Record Check Coordinator for the Bureau of Credentialing.

**III. VOTE FOR PSB CHAIR AND VICE-CHAIR**

Steve Appleby began the discussion and asked for volunteers for the role of Chair. Tom Laliberte volunteered for the roll of chair.

**Motion:** Steve Appleby made the motion, seconded by Christina O'Hara, that Tom Laliberte be the Chair for the 2022/2023 PSB year.

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

Steve Appleby asked for volunteers for the roll of Vice Chair. Kim Yarlott volunteered.

**Motion:** Steve Appleby made the motion, seconded by Cynthia Lucero, that Kim Yarlott be the Vice-Chair for the 2022/2023 PSB year.

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

#### **IV. EXSITING SUBCOMMITTEES**

##### **A. Master Teacher**

Irv Richardson was the Chair for this subcommittee but is no longer on the PSB. Steve Appleby stated Irv Richardson is still going to present to the State Board of Education regarding funding to do a pilot of the master teacher program. Bill Ross stated the subcommittee determined they were in favor of continuing work on the master teacher license. They want to change the focus of master teacher to allow teachers to become leaders in their districts. It will focus on teachers who want to do more in their schools without having a desire to leave the classroom for administration positions. They received a grant to fund the pilot program.

Steve Appleby added there is no expiration date because no one has ever held the credential and it expired long ago. Bill Ross stated Irv Richardson is still facilitating

the process as a group not through PSB. When it comes back to the PSB, a subcommittee will need to be created.

**B. Ed 507.17 ESOL Teacher**

Beth McClure reported the ESOL Teacher subcommittee worked through the summer and completed a draft. The draft is currently being put into rulemaking language. The subcommittee will review the new format before bringing it to the PSB for a vote in the November meeting. Steve Appleby added the initial proposal must go the State Board at their January meeting.

**C. Ed 507.04 Comprehensive Agricultural Educator**

Steve Appleby reported the Comprehensive Agricultural Educator endorsement has under 20 active credentials. They will likely present to the PSB in October or November with a proposal to eliminate the credential. Current credential holders will not have to renew this credential and districts will use their discretion when filling positions.

**D. 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 Not Under the Local Professional Development Master Plan, Licensed Paraeducators and Educational Interpreters/Transliterators**

Kim Yarlott reported the subcommittee did not meet over the summer. Steve Appleby stated the initial proposal needs to go to the State Board for the August meeting.

**V. NEW SUBCOMMITTEE PROCEDURES**

Steve Appleby reviewed new subcommittee procedures. Subcommittee meetings are considered public meetings. All subcommittees will now consist of 3 PSB members. As people are recruited from around the state, they will be considered contributors. They will not be committee members and can participate via Zoom as they will not count towards a quorum. There will need to be a notice of every meeting beforehand.

Subcommittees will also need to have minutes. Any meeting held via Zoom can be recorded.

Kim Wilson and Cat Dorfman will create a document with all the requirements for members to access.

## **VI. NEW SUBCOMMITTEES FOR 2022-2023 TERM**

### **E. Ed 507.02 Career and Technical Education Teacher and Ed 507.03 Career and Technical Specialty Certification**

Tim Broadrick, Steve Appleby, and Donna Couture previously volunteered to be on the Career and Technical Education Teacher and Career and Technical Specialty committee. Tom Laliberte asked for contributor volunteers. Bill Ross and Tina White volunteered as contributors.

### **F. Ed 507.09 Visual Arts Teacher**

Jeni Laliberte, Christina White, and Cynthia Lucero previously volunteered to be on the Visual Arts Teacher committee. Tom Laliberte asked for contributor volunteers.

### **G. Ed 507.52 Reading and Writing Teacher**

Tom Laliberte asked for volunteers for the Reading and Writing Teacher committee. Laura Stoneking mentioned that many Administrators do not know there is a difference between Reading and Writing Teacher and Reading and Writing Specialist. Bill Ross stated there are 150 teachers who hold the Reading and Writing Teacher license.

Beth McClure volunteered to join the committee.

### **H. Ed 508.09 Reading and Writing Specialist and Ed 508.10 Elementary Mathematics Specialist**

Tom Laliberte, Andra Hall, and Christina O'Hara previously volunteered for the Reading and Writing Specialist and Elementary Mathematics Specialist committee. Jeni Laliberte volunteered as a contributor.

Tom Laliberte asked each committee to appoint a Chair to be a contact person. Discussion took place regarding offering incentives such as professional development hours to encourage professionals from around the state to contribute. There was discussion of drafting a letter to use when inviting professionals to participate in committee meetings.

## **VII. DEPARTMENT REPORT**

### **A. Update on Rulemaking**

There were no updates.

### **B. State Board of Education**

There were no updates.

### **C. Council for Teacher Education**

Laura Stoneking reported the CTE will meet the following day. They should name a CTE representative to attend PSB meetings. She asked for a volunteer from PSB to attend CTE meetings. Cynthia Lucero volunteered.

There are two programs under review by the CTE. St. Anselm proposed a new Master of Arts in teaching with 11 associated programs. The reviewer training is in October and the virtual dates are November 14, 15, and 16. SNHU undergrad programs and undergoing national accreditation through CAEP.

CTE has 2 subcommittees dealing with the rules. All Ed Prep rules expire in March 2023.

## **VIII. OLD BUSINESS**

Steve Appleby reported several initial proposals went to the State Board and have not been finalized. With Julie Shea now on board, the rule procedure should run more smoothly. The two library licenses were not finalized.

In June, Joann Misra presented the initial proposal to eliminate the Comprehensive Marketing Educator credential. Joann also presented the initial proposal for Comprehensive Business Educator which the PSB voted to change the language and bring back to vote at the September meeting. Joann's PSB membership ended in June so, Donna Couture volunteered to present the requested language changes made to the PSB. A document was shared showing the changes made since the June meeting. The primary language changes were made for consistency with the national standards. The national standards include career exploration and the committee decided to add it along with school store. Tom Laliberte suggested members read through the proposal and come back for a vote in October.

### **A. Membership Update**

Steve Appleby reported the website has been updated to match the new statute. Members were asked to encourage teachers to apply for open positions.

## **IX. NEW BUSINESS**

Steve Appleby reported Canvas was previously made available to all SAUs and districts in the state. The statewide financial system currently covers about 50% of students statewide. A department administrator, Ken Darsney, was hired in response to the growth. Canvas allows educators to create courses for students, create exams, and students can submit work through the system. It allows for communication between teachers, students, and parents. Students have one login for all of their classes. Content can be shared and reused. Data is collected to be used to track progress. All department training is being moved to Canvas within the next 12-18 months. Canvas will also allow committee members to access meeting information for upcoming and previous meetings.

## X. TABLED ITEMS

### A. Draft April Meeting Minutes

**Motion:** Beth McClure made the motion, seconded by Steve Appleby, that the Professional Standards Board approve the April meeting minutes.

**Vote:** The motion was approved without dissent by unanimous vote with Cynthia Lucero abstaining. A roll call vote was taken by Kim Wilson.

### B. Draft May Meeting Minutes

**Motion:** Tom Laliberte made the motion, seconded by Christina O'Hara that the Professional Standards Board approve the May meeting minutes.

**Vote:** The motion was approved without dissent by unanimous vote with Kim Yarlott, Cynthia Lucero and Jeni Laliberte abstaining. A roll call vote was taken by Kim Wilson.

### C. Draft June Meeting Minutes

**Motion:** Kim Yarlott made the motion, seconded by Steve Appleby, that the Professional Standards Board approve the June meeting minutes.

**Vote:** The motion was approved without dissent by unanimous vote with Donna Couture, Cynthia Lucero

and Christina O'Hara abstaining. A roll call vote was taken by Kim Wilson.

**XI. ADJOURNMENT**

Tom Laliberte adjourned the meeting at 1:57 p.m.