

Agenda Book

**EPSB Meeting Agenda  
EPSB Offices**

**100 Airport Road, 3<sup>rd</sup> Floor, Conference Room A, Frankfort, KY 40601**

**August 2, 2010**

**Sunday, August 1, 2010**

**5:30 PM EDT**      **MANDATORY SEXUAL MISCONDUCT TRAINING Pursuant to  
161.028 1(h)  
EPSB Offices, Conference Room A  
NO BUSINESS WILL BE CONDUCTED**

**Monday, August 2, 2010**

**9:00 AM EDT**      **Call to Order  
Roll Call  
Approval of May 17, 2010 EPSB Meeting Minutes (Pages 1-44)  
Open Speak**

**Report of the Executive Director**

- A. Report from the Kentucky Department of Education
- B. Report from the Council on Postsecondary Education
- C. Legislative Update (Ms. Alicia Sneed)

**Report of the Chair**

Appointment of the Nominating Committee  
Appointment of the Evaluation of the Executive Director Committee  
KACI Appointments

**Committee Reports**

**Information/Discussion Items**

- A. Amendment to the EPSB's Professional Conduct Procedure  
(Ms. Alicia Sneed)      **(Pages 45-48)**
- B. 16 KAR 6:020. Written Examination Prerequisites for  
Occupation-Based Career and Technical Education Teachers,  
Notice of Intent (Mr. Mike Carr) **(Pages 49-62)**
- C. 16 KAR 2:150. Probationary Certificate for Teachers of  
Technology Education, Notice of Intent (Mr. Carr)  
**(Pages 63-68)**
- D. Financial Report for Fiscal Year 2010 (Mr. Gary Freeland)  
**(Pages 69-70)**
- E. Awarded Contracts (Mr. Freeland) **(Pages 71-72)**

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### **Action Items**

- A. Approval of Contract (Mr. Freeland) **(Pages 73-74)**
- B. Kentucky Teacher Internship Program (KTIP) Appeals (Mr. Robert Brown) **(Pages 75-78)**
- C. KTIP Funding Priority (Mr. Brown) **(Pages 79-80)**
- D. School Safety Endorsement, Eastern Kentucky University (Dr. Marilyn Troupe) **(Pages 81-86)**
- E. School Social Work, Asbury University (Dr. Troupe) **(Pages 87-88)**
- F. Approval of Teacher Leader Master of Education, Spalding University (Dr. Troupe) **(Pages 89-94)**
- G. Middle School Secondary English, Biology, and Math and LBD MAT, Midway College (Dr. Troupe) **(Pages 95-98)**
- H. Umbrella Alternative Route to Certification Proposal for Master of Arts in Teaching, Option 6, Midway College (Dr. Troupe) **(Pages 99-100)**
- I. Centre College Accreditation (Dr. Troupe) **(Pages 101-114)**
- J. Union College Accreditation (Dr. Troupe) **(Pages 115-120)**
- K. Report of Recommendations from the Committee to Review Admissions and Clinical Experiences (CRACE) for Pre-Service Programs (Dr. Troupe) **(Pages 121-132)**

### **Waivers**

- A. 16 KAR 5:040. Request to Waive the Cooperating Teacher Eligibility Requirements, Dr. Mary John O’Hair on behalf of Ms. Susan Sharp (Dr. Troupe) **(Pages 133-136)**
- B. 16 KAR 4:060. Request to Waive Renewal Requirement for Extension of Certificate, Ms. Chris Clarkson (Mr. Carr) **(Pages 137-140)**
- C. 16 KAR 2:010. Request for Waiver of 15 New Graduate Hours for the Initial 5-Year Renewal of a Certificate, Ms. Amber King (Mr. Carr) **(Pages 141-144)**

### **Alternative Route to Certification Applications**

- A. Harlina Churn-Diallo, Dance, All Grades (Mr. Carr) **(Pages 145-148)**
- B. Antoinette Crawford-Willis, Dance, All Grades (Mr. Carr) **(Pages 149-152)**
- C. Sheri Lynn Gregory, Theatre, All Grades (Mr. Carr) **(Pages 153-155)**

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**Board Comments**

*Following a motion in open session, it is anticipated that the board will move into closed session as provided by KRS 61.810 (1)(c) and (1)(j).*

**Certification Review and Revocation: Pending Litigation Review**

*Following review of pending litigation, the board shall move into open session. All decisions will be made in open session.*

**Adjournment**

Next Regular Meeting:  
September 20, 2010  
EPSB Offices

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*The actions delineated below were taken in open session of the EPSB at the May 17, 2010 meeting. This information is provided in summary form; an official record of the meeting is available in the permanent records of the Education Professional Standards Board (EPSB), 100 Airport Road, 3rd Floor, Frankfort, KY 40601*

### **Education Professional Standards Board (EPSB) Summary Minutes of the Regular Business Meeting EPSB Offices, 100 Airport Road, 3rd Floor Frankfort, Kentucky May 17, 2010**

#### **Call to Order**

Vice Chair Tom Stull called the meeting to order at approximately 9:05 a.m.

#### **Roll Call**

The following members were present during the May 17, 2010 EPSB meeting: Lonnie Anderson, Frank Cheatham, Cathy Gunn, Mary Hammons, Gregory Ross, Becky Sagan, Sandy Sinclair-Curry, Zenaida Smith, Tom Stull, Sally Sugg, Lorraine Williams, and Cynthia York. John DeAtley, Lynn May, Bobbie Stoess, Mark Wasicsko, and Cassandra Webb were absent.

#### **Amendment to the May 17, 2010 Meeting Agenda**

*Motion made by Dr. Frank Cheatham, seconded by Greg Ross, to add Action Item H. University of Kentucky Request for a One Year Pilot for an Alternate Route to Certification Proposal Option 7, Institute for Chinese Educators, Grades P-12*

**Vote:** *Unanimous*

#### **Approval of February 10, 2010 Joint Meeting Minutes**

*Motion made by Dr. Cathy Gunn, seconded by Mr. Lonnie Anderson, to approve the minutes of the February 10, 2010 joint meeting.*

**Vote:** *Unanimous*

#### **Approval of March 1, 2010 Minutes**

*Motion made by Ms. Cynthia York, seconded by Ms. Becky Sagan, to approve the minutes of the March 1, 2010 EPSB meeting.*

**Vote:** *Unanimous*

#### **Open Speak**

Dr. Paul Wirtz of the Kentucky Association of Colleges for Teacher Education (KACTE) informed the board that the first Statewide Summit on Mathematics Education and the Roll-out of the New Kentucky Mathematics Standards, sponsored by the KACTE Mathematics Education Research Committee, will be held at the University of Kentucky on May 20, 2010. This summit is an opportunity for mathematics educators and researchers to meet for a day of work sessions related to how higher education will be involved in the implementation of the new core mathematics standards in Kentucky during the summer and coming year.

## **Report of the Executive Director**

Dr. Rogers introduced and welcomed Education and Workforce Development Acting Secretary Joe Meyer. Mr. Meyer expressed appreciation for the EPSB's work, especially during this difficult time with the current budget situation. He said that research suggests that there will be high unemployment and poor financial circumstances with the state for years to come, which will continue to challenge the board's creativity in developing new ways to accomplish its goals and fulfill the responsibilities of the agency.

Dr. Rogers called attention to a letter from Dr. Marilyn Troupe announcing her retirement to the board. Dr. Troupe stated that it has been a pleasure to work with the EPSB. Dr. Rogers said that the EPSB will advertise in some national publications and locally for a replacement to her position. He expressed his appreciation for Dr. Troupe's exceptional work over the years and acknowledged that she is a leader in the true sense of the word.

### Report from the Kentucky Department of Education (KDE)

Ms. Sally Sugg reported on the recent events of KDE.

- \* KDE has been busy working with its partners to update the RTTT proposal which is due June 1<sup>st</sup>. The proposal is focusing on the teachers and leaders section to gain some additional points.
- \* The Teacher and Principal Working Conditions Survey will be initiated in the spring of 2011.
- \* The Unbridled Summit was well attended. KDE is excited about the P-20 collaboration.

### Report from the Council on Postsecondary Education (CPE)

There was no report from CPE.

### Legislative Update

Ms. Alicia Sneed provided the following legislative update:

- \* Currently there is not a state budget. A special session has been called for May 24th to see if a budget can be agreed upon by the legislature.
- \* The budget bill included a provision to allow the EPSB to reduce the number of KTIP mentoring hours. This would be a good cost cutting measure. Another potential cost cutting measure in the budget bill is to give any individual currently certified or who would be certified in two years a one-year extension to get a master's degree. EPSB staff is trying to have this language removed.
- \* All EPSB members were confirmed this year. Next year the House of Representatives cannot have a part in the confirmation process due to a recent Supreme Court decision.

Ms. Sneed further reported on the following bills that have some impact on the work of the EPSB: SB 89, SB 163, HB 178, SB 180, HB 160, HB 176, HB 327, HB 376, and HB 540.

## **Report of the Chair**

### Update on Work of the Evaluation of the Executive Director

Board attorney Angela Evans reported that she compared a sample superintendent evaluation and a generic evaluation she found on the internet to the current executive director evaluation. As the documents contained most of the same information, she stated that she believes the evaluation as it stands is sufficient. Chair Williams said that she has concerns that staff is

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involved in the executive director's evaluation. Attorney Evans stated that the sample evaluations she reviewed do have a component in them for staff evaluations. Board member Becky Sagan said that there is not a staff component for the superintendent's evaluation in her district. Chair Williams stated that she is interested in creating an evaluation that is more aligned with the goals and mission of the EPSB and not a point system. She added that she believes the current evaluation has potential to pose problems in the future. The board stated they are fine with Attorney Evans' continuing to research more information for the process of the evaluation of the executive director.

### Committee Reports

There were no committee reports.

### **Information/Discussion Item**

#### Awarded Contracts

Mr. Gary Freeland reported on contracts for the new biennium. The following contracts were awarded for two years:

<b>VENDOR</b>	<b>SERVICES</b>	<b>FUNDING</b>	<b>AMOUNT</b>
SREB	Kathy O'Neill consulting services	General Funds	\$20,000
Courtney Baxter	Attorney	Restricted Funds	\$29,989
Katie Morgan	Attorney	Restricted Funds	\$88,066
Whitney Asher-Crowe	Attorney	Restricted Funds	\$88,066
Cynthia Grohmann	Attorney	Restricted Funds	\$76,605
Boehl, Stopher, & Graves	Appellate Attorneys	Restricted Funds	\$54,000
Bob Pace	Investigator	Restricted Funds	\$66,915
Linda Bowker	Program Assistant	General Funds	\$69,577
Sandra Stanley	Program Assistant	General Funds	\$69,577
UK Research Foundation	Terry Hibpshman services – P20	Federal Funds	\$52,963

### **Action Items**

#### Approval of Contract

#### **2010-018**

*Motion made by Mr. Lonnie Anderson, seconded by Dr. Cathy Gunn, to authorize the executive director to issue a competitive solicitation for a project specialist and enter into a contract awarded from the solicitation.*

**Vote:** *Unanimous*

16 KAR 6:010. Written Examination Prerequisites for Teacher Certification, Final Action

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### **Issue 1:**

#### **2010-019**

*Motion made by Ms. Zenaida Smith, seconded by Ms. Sandy Sinclair-Curry, to amend 16 KAR 6:010 to reflect new scaled score and test code changes for three existing tests.*

**Vote:** *Unanimous*

### **Issue 2:**

#### **2010-020**

*Motion made by Dr. Gunn, seconded by Ms. Cynthia York, to amend 16 KAR 6:010 to establish requirement of new French, German, and Spanish World Language and Business Education tests with no required passing score, effective January 1, 2011 through August 31, 2011.*

**Vote:** *Unanimous*

### **Issue 3:**

#### **2010-021**

*Motion made by Dr. Frank Cheatham, seconded by Ms. Smith, to amend 16 KAR 6:010 to establish Health and Physical Education: Content Knowledge (0856) test as an option for individuals seeking certification in both Health and Physical Education (PE), effective January 1, 2011.*

**Vote:** *Unanimous*

### **Issue 4:**

#### **2010-022**

*Motion made by Ms. Sinclair-Curry, seconded by Ms. Smith, to amend 16 KAR 6:10 to establish requirement of Teaching Reading (0204) test with no required passing score for individuals seeking Reading (primary through grade 12) endorsement, effective January 1, 2011.*

**Vote:** *Unanimous*

### **Issue 5:**

#### **2010-023**

*Motion made by Ms. Smith, seconded by Dr. Cheatham, to amend 16 KAR 6:10 to establish a passing score of 166 for Interdisciplinary Early Childhood Education (IECE) -0023 Test, effective January 1, 2011.*

**Vote:** *Unanimous*

### **Issue 6:**

**2010-024**

*Motion made by Ms. Smith, seconded by Ms. Sinclair-Curry, to amend 16 KAR 6:010 to reflect 16 KAR 2:010 change in career and technology education certificate currently titled "Technology Education" to new title of "Engineering and Technology."*

**Vote:** *Unanimous*

16 KAR 6:030. Examination Prerequisites for Principal Certification, Final Action

**2010-025**

*Motion made by Ms. Smith, seconded by Ms. York, to amend 16KAR 6:030 to reflect the required passing score of 160 for the SLLA 1011, effective January 1, 2011.*

**Vote:** *Unanimous*

EPSB Meeting Schedule

**2010-026**

*Motion made by Ms. Smith, seconded by Ms. Sinclair-Curry, to approve the proposed meeting calendar for 2010 – 11.*

**Vote:** *Unanimous*

KTIP and the Implementation of the Budget Bill

Mr. Robert Brown and Mr. Gary Freeland reported on KTIP issues due to the budget bill.

The resource teacher stipend was reduced in 2010 to \$1,250 per intern without any reduction of the out-of-class hours required for service. This effectively reduced the hourly rate for resource teachers' pay from \$28 per hour to \$25 per hour. The funds allocated to universities for teacher educators were reduced from an average of \$364 per intern to \$182 per intern in 2009, and then increased in 2010 to \$263 per intern.

Mr. Brown reported that a similar situation exists for 2011, where budget cuts have forced a further reduction in funding for the KTIP program. However, when the 2011-2012 biennial budget is passed, EPSB staff expect to have language in that bill to "not withstand" KRS.030 (7) that requires the resource teacher to spend fifty (50) hours of out-of-class time in consultation with the intern. This language change gives EPSB the flexibility to set or reduce the number of hours required for resource teachers; therefore, the EPSB is able to maintain the hourly rate of the stipend when the overall cost has to be reduced.

Mr. Brown reported that EPSB staff proposes for 2011-2012 that the resource teacher stipend be returned to an hourly rate of \$28 per hour for 40 hours in consultation with the intern, resulting in a resource teacher stipend of \$1,120 per intern. The university funding per intern would remain the same at \$263 per intern. With these rates, the EPSB is able to enroll a maximum of 2,493 into the KTIP program each year. Based on 2008 and 2009 enrollment and the continued support from the Office of Career and Technical Education, staff anticipates inclusion of all interns based upon this funding scenario.

Action cannot be taken regarding the hourly rate for resource teachers and mentoring hours until a budget is passed; however, it is important that the EPSB approve university contracts so

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university services can be executed. Further action will be taken at the next EPSB meeting in August when it is anticipated there will be a state budget.

### **2010-027**

*Motion made by Zenaida Smith, seconded by Mr. Greg Ross, to approve \$263 per intern for university contracts in order for universities to hold summer KTIP committee members training.*

**Vote:** *Unanimous*

Ms. Zenaida Smith expressed her pride in the board's ability to find solutions and work together at a time when the board, teachers, and universities struggle with the hard economic times.

### Approval of Principal Preparation Program, All Grades, Spalding University

The principal review committee (PRC) commended the college for the following aspects of its proposal:

- \* The PRC recognized the work the institution put into the revisions and appreciates the clarity.
- \* The proposal is well organized, easy to follow, and very detailed.
- \* The MOAs and co-delivery, collaboration, and partnership as well as the joint admissions process were well developed.
- \* Good use of gates in the assessment system.
- \* Good clarification of the capstone project.

### **2010-028**

*Motion made by Dr. Gunn, seconded by Dr. Cheatham, to approve the Spalding University request for the Principal Preparation Program, all grades.*

**Vote:** *Unanimous*

Dr. Beverly Keepers stated that developing the proposal was a pleasurable journey. She said she believes Spalding is doing things right and thanked Dr. Troupe for all of her assistance. Dr. Rogers noted that Spalding University is the first program that truly was a redesign of an existing program.

### Accreditation of the Educator Preparation Unit and Approval of Programs, St. Catharine College

#### **Issue 1:**

### **2010-029**

*Motion made by Dr. Gunn, seconded by Dr. Cheatham, to accept the recommendation of the AAC and grant accreditation for St. Catherine College.*

**Vote:** *Unanimous*

#### **Issue 2:**

### **2010-030**

*Motion made by Mr. Lonnie Anderson, seconded by Mr. Ross, to accept the recommendation of the AAC and grant approval for the initial level educator preparation programs at St. Catharine College.*

**Vote:** *Unanimous*

Sr. Mary Angela Shaughnessy stated that this was the fulfillment of a dream and that no stone was left unturned. She thanked the AAC and educator preparation staff. Dr. Rogers stated that under Dr. Troupe's leadership program approval is earned, never given.

University of Kentucky Request for a One Year Pilot for an Alternate Route to Certification Proposal Option 7, Institute for Chinese Educators: Grades P-12

**2010-031**

*Motion made by Dr. Gunn, seconded by Ms. Sinclair-Curry, to approve the UK request to pilot Option 7 Institute for Chinese Educators Program Proposal.*

**Vote:** *11- Yes*

*2- Recuse (Becky Sagan; Lorraine Williams)*

Dean Mary John O'Hair said she was excited about the opportunity to collaborate with Fayette County. Ten candidates will be working with a group of 50 elementary and middle school students this summer in a camp, providing an opportunity to build on skills learned the past year in their coursework.

**Waivers**

16 KAR 5:040. Request to Waive the Cooperating Teacher Eligibility Requirements, Dr. Mary John O'Hair on behalf of Ms. Rebecca Stephenson

**2010-032**

*Motion made by Ms. Sinclair-Curry, seconded by Ms. Smith, to approve the waiver request for 16 KAR 5:040.*

**Vote:** *12 – Yes*

*1 – Recuse (Becky Sagan)*

16 KAR 5:040. Request to Waive the Cooperating Teacher Eligibility Requirements, Dr. Mark Wasicsko on behalf of Ms. Jennifer Walker

**2010-033**

*Motion made by Mr. Anderson, seconded by Ms. Sinclair-Curry, to approve the waiver request for 16 KAR 5:040.*

**Vote:** *Unanimous*

16 KAR 8:030. Request to Waive the Requirement of *Take One!* of the Continuing Education Option (CEO)

**2010-034**

*Motion made by Dr. Gunn, seconded by Ms. Smith, to waive the requirement of *Take One!* of the Continuing Education Option (CEO).*

**Vote:** *Unanimous*

16 KAR 2.010. Request for Extension to Complete Master's Degree, Ms. Anita Bentley

**2010-035**

*Motion made by Ms. Sinclair-Curry, seconded by Mr. Ross, to approve the waiver request for Ms. Anita Bentley and grant a second one-year extension to complete the required master's degree.*

**Vote:** 12 – Yes  
1 – Recuse (Cathy Gunn)

16 KAR 2.010. Request for Extension to Complete Master's Degree, Ms. Mary McCord

**2010-036**

*Motion made by Ms. Mary Hammons, seconded by Dr. Cheatham, to approve the waiver request for Ms. Mary McCord, and grant a one-year extension to complete the required master's degree.*

**Vote:** 11 – Yes  
1 – Recuse (Cathy Gunn)

16 KAR 2.010. Request for Extension to Complete Master's Degree, Ms. Melissa Wyman

**2010-037**

*Motion made by Ms. Smith, seconded by Mr. Ross, to approve the waiver request for Ms. Melissa Wyman and grant a second one-year extension to complete the required master's degree.*

**Vote:** Unanimous

**Board Comments**

Mr. Greg Ross expressed reservation about the waiver process and its consistency. Ms. Smith agreed with his concerns. Chair Williams assured the board that staff is able to answer questions regarding past waivers; board members just need to ask.

**Mandatory Sexual Misconduct Training Pursuant to 161.028 1(h)**

Training for sexual misconduct was postponed until the Sunday prior to the August board meeting, August 1<sup>st</sup>.

**DISCIPLINARY MATTERS:  
MINUTES OF CASE REVIEW  
May 17, 2010**

*Motion made by Ms. Becky Sagan, seconded by Dr. Cathy Gunn, to go into closed session for the purpose of discussing proposed or pending litigation in accordance with KRS 61.810(1) (c) & (j).*

**Vote:** Unanimous

*Motion made by Mr. Lonnie Anderson, seconded by Mr. Gregory Ross, to return to open session.*

**Vote:** Unanimous

The following board members concurred with the actions as listed below with the noted exceptions:

Frank Cheatham, Lorraine Williams, Tom Stull, Mary Hammons, Lonnie Anderson, Zenaida Smith, Cynthia York, Cathy Gunn, Becky Sagan, Sandra Sinclair-Curry, and Gregory Ross.

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Attorneys present were Alicia A. Sneed, Gary A. Stephens, Katie Morgan, Whitney Crowe, and Angela Evans.

### Initial Case Review

<u>Case Number</u>	<u>Decision</u>
0912672	Defer for proof
0912706	Hear
100120	Admonish
100116	Hear
100261	Hear
100293	Hear
0912683	Hear
0912688	Hear
1002120	Admonish
0912729	Admonish
0912721	Defer for proof
1003152	Defer for proof
0912642	Admonish
0912693	Admonish
0911600	Admonish
100118	Admonish
100285	Admonish
100140	Hear ( <i>Ms. Sagan recused</i> )
100295	Admonish
1002134	Hear
1002132	Hear
1003148	Hear
100283	Admonish
0912739	Defer for proof
0912650	Defer for proof
100247	Hear
1002140	Admonish
0912708	Admonish
100112	Admonish ( <i>Ms. Sagan recused</i> )
0912636	Defer for proof
0912712	Admonish
10014	Defer for proof
100134	Defer
0912733	Defer for proof
100299	Defer for proof
1002109	Hear
1002143	Hear
0912710	Admonish
0912727	Admonish
1002103	Defer
100114	Admonish

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1002101	Admonish
10016	Hear
10011	Hear
100249	Admonish
0912723	Admonish
100270	Admonish
100245	Admonish
100257	Hear
0911596	Hear
100137	Hear
100122	Hear
1002116	Hear
100264	Hear
100272	Hear
1002118	Hear
1002128	Defer for proof
1002130	Defer for proof
0912702	Hear
10018	Hear
0912638	Defer for proof
0911575	Hear
0912704	Admonish
0912743	Hear
0912735	Hear
0911612	Defer for proof
0912679	Hear
0912731	Hear
100255	Hear
100266	Hear
100297	Admonish
100287	Hear
100243	Hear
100277	Admonish
100110	Hear
0905243	Dismiss
08101058	Dismiss
0906386	Dismiss
0805832	Dismiss
0905272	Dismiss
0912746	Dismiss
0912695	Dismiss
0911554	Dismiss
0911592	Dismiss

**Character/Fitness Review**

<u>Case Number</u>	<u>Decision</u>
1063	Approve
1086	Approve
1083	Approve
1088	Approve
1084	Approve
1093	Approve
1098	Approve
1080	Approve
10102	Approve
10105	Approve
1039	Approve
10106	Approve
10104	Approve
10111	Approve
10113	Approve
10119	Approve
10124	Approve
10122	Approve
10128	Approve
10135	Approve
10138	Approve
1052	Approve
10155	Approve
10156	Approve
10172	Approve
10168	Defer
10170	Approve
1091	Approve
10173	Approve
10174	Approve
10175	Approve
10180	Approve
10185	Approve
10199	Approve
10169	Approve

**Agreed Orders**

<u>Case Number</u>	<u>Decision</u>
0905235 (Scott Teague)	Accept Agreed Order admonishing Respondent for inappropriate use of technology while on the job. Whether working in the classroom or as an administrator, Respondent has a duty to his profession, students, and employer to devote his time to the sole purpose of

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providing educational services in consonance with best practices and procedures. This includes using district resources in compliance with district policies and in an appropriate and professional manner.

This agreement is expressly conditioned upon the following. On or before August 1, 2010, Respondent shall submit written proof that he has completed the following.

1. Respondent shall undergo a comprehensive assessment by a mental health professional, licensed in Kentucky and approved by the Board, who has reviewed both Board Agency Case Number 03-0456 and 09-05235, and determined that Respondent is fit to return to the classroom and is receiving any recommended treatment for any diagnosed addictions and/or mental health issues. Any expense associated with the assessment and/or treatment is Respondent's responsibility.

2. Respondent shall complete 12 hours of professional development/training, approved by the Board and at his own expense, in the areas of ethics and professionalism. If Respondent fails to satisfy either of these conditions, his certificate shall be suspended and remain so until all conditions are met.

Upon entry of this Order, Respondent's certificate shall be subject to the following probationary conditions.

1. Respondent shall continue any and all recommended treatment following the mental health assessment.

2. Respondent shall not be disciplined by any school district for any misconduct outlined in KRS 161.120 and/or 16 KAR 1:020. Discipline shall be defined as a reprimand, admonishment, suspension, or termination.

If Respondent violates either of these conditions, the Board shall automatically suspend his certificate for a period of two years and may seek additional sanctions pursuant to KRS 161.120.

**Vote:** *Unanimous (Mr. Anderson recused)*

07112141 (Larry Bruner)

Accept Agreed Order which states as follows:

Respondent is currently retired, however, prior to returning to the classroom in any capacity, he should provide proof to the Board that he has completed twelve hours of ethics training. Should he violate this condition his certificate shall be immediately suspended and remain so until the Respondent provides proof that he has completed the training.

**Vote:** *Unanimous*

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0907439 (Robert Evans)

Accept Agreed Order suspending Respondent's certificate, including any and all endorsements, for a period of twenty (20) days from June 21, 2010 through July 10, 2010. Prior to or on June 21, 2010, Respondent shall surrender the original and all copies of his certificate, by personal delivery or first class mail, to the Education Professional Standards Board, 100 Airport Road, 3rd Floor, Frankfort, Kentucky 40601. Respondent's teaching certificate, including any and all endorsements and areas of certification, shall be automatically reinstated at the conclusion of the suspension period and the Board will promptly mail to Respondent a new certificate.

Respondent's certificate, including any future endorsements or new areas of certification, shall be on probation for a period of two (2) years from the date of acceptance of this Order by the Board, and subject to the following probationary conditions:

1. Respondent shall provide written proof to the Board that he has received three (3) hours of CATS training, and six (6) hours of professional ethics training, as approved by the Board, by June 1, 2011. Any expense required for said training shall be paid by Respondent. Should Respondent violate this condition, his certificate shall be automatically suspended until he completes the required training and provides the appropriate written proof to the Board;
2. During the probationary period, Respondent shall not be involved with the administration of the CATS test, which includes serving as a proctor, remaining in the classroom while students are taking the test, and reviewing test booklets prior to, during, and/or following the administration of the test. Should Respondent violate this condition, his certificate shall be automatically suspended for a period of six (6) months and subject to additional sanctions by the Board pursuant to KRS 161.120; and
3. Respondent shall receive no disciplinary action involving testing violations from any school district in which he is employed during the probationary period. "Disciplinary action" is defined as any admonishment/reprimand, suspension, or termination issued by any school district in the Commonwealth of Kentucky and upheld, if requested, by either a tribunal and/or arbitration process. Should Respondent violate this condition, his certificate shall be automatically suspended for a period of two (2) years and subject to additional sanctions by the Board pursuant to KRS 161.120.

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**Vote:** *Unanimous*

0605138 (Katherine Cooper) Accept Agreed Order retroactively suspending Respondent's teaching certificate for a period of sixty (60) days from June 1, 2006 through July 30, 2006. Upon the acceptance of this agreement by the Board, Respondent shall immediately surrender the original and all copies of her certificate, by personal delivery or first class mail, to the Education Professional Standards Board, 100 Airport Road, Third Floor, Frankfort, Kentucky 40601.

This settlement agreement is expressly condition upon the following:

1. Respondent shall submit written proof to the Board that she has completed twelve (12) hours of professional ethics training, as approved by the Board, by June 1, 2011. Any expense required for said training shall be paid by Respondent. If Respondent fails to satisfy this condition, her certificate shall be automatically suspended until she completes the required training and provides the appropriate written proof to the Board.

2. Respondent has submitted written proof to the Board that, during the 2007-08 school year, she completed nine (9) hours of professional development/training in the area of safe crisis management, as approved by the Board.

**Vote:** *Unanimous*

0606170 (Joella Reeves) Accept Agreed Order dismissing Case No. 06-06170 with prejudice upon the condition that Respondent submit written proof that she completed a course on professional ethics, with an emphasis on a teacher's duty to report under KRS 620.030, by June 1, 2011. Any expense required for said training shall be paid by Respondent.

Respondent agrees that, should she fail to complete the required training, her certificate shall be automatically suspended until such training is complete and Respondent provides the appropriate written proof to the Board.

**Vote:** *Unanimous*

0706109 (Marlene Rudolph) Accept Agreed Order admonishing Respondent for conduct unbecoming and for using inappropriate language towards students. The Board reminds Respondent that she has a duty to take reasonable measures to protect the health, safety, and emotional well-being of her students. The Board will not tolerate any further incidents of misconduct from Respondent.

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Respondent is currently a retired educator. However, should Respondent choose to come out of retirement, before she accepts a teaching position in any capacity, Respondent shall comply with the following conditions:

1. Respondent shall provide written proof to the Board that she has been assessed by a state certified mental health counselor approved by the board and is competent to fulfill her duties as an educator. Respondent shall provide proof that she has complied with any treatment recommendations proposed by the mental health counselor and shall continue to provide treatment records to the Board until she has been released from treatment by the counselor. Any expense incurred for the assessment or follow-up treatment shall be paid by Respondent; and

2. Respondent shall provide written proof to the Board that she has successfully completed twelve (12) hours of professional development/training in classroom management, as approved by the Board. Any expense incurred for said training shall be paid by Respondent.

3. Respondent shall provide written proof to the Board that she has successfully completed twelve (12) hours of professional development/training in anger management, as approved by the Board. Any expense incurred for said training shall be paid by Respondent.

By entering into this Agreed Order, Respondent agrees that should she fail to satisfy any of the above conditions, her certificate shall be automatically suspended until Respondent provides written proof to the Board that she has completed the above conditions.

**Vote:** *Unanimous*

0905335 (Deke Moffitt)

Accept Agreed Order which states that Respondent shall neither apply for, nor be issued, a teaching and/or administrative certificate in the Commonwealth of Kentucky, including an Emergency Substitute Certificate, at any time in the future.

**Vote:** *Unanimous*

0607196 (Michael Howard)

Accept Agreed Order retroactively suspending Respondent's certificate for a period of five (5) days from July 3, 2006 through July 7, 2006. Upon acceptance of this agreement by the Board, Respondent shall immediately surrender the original and all copies of his certificate, by personal delivery or first class mail, to the Education

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Professional Standards Board, 100 Airport Road, Third Floor, Frankfort, Kentucky 40601.

Respondent's certificate expired on June 30, 2007. Prior to the re-issuance of any teaching and/or administrative certificate to Respondent, or on his behalf, in addition to any educational requirements, Respondent shall comply with the following:

1. Respondent shall submit written proof to the Board that he has completed twelve (12) hours of professional ethics training, as approved by the Board. Any expense required for said training shall be paid by Respondent.

2. Respondent shall submit written proof to the Board that he has completed a professional development course in risk management, as approved by the Board. Any expense required for said training shall be paid by Respondent.

If Respondent fails to satisfy the above conditions, the Board shall not issue any certificate to Respondent or on his behalf. If Respondent does satisfy the above conditions, any certificate issued to Respondent, or on his behalf, shall be on probation for a period of two (2) years from the date of issuance. During the two (2) year probationary period, Respondent shall not receive any disciplinary action involving assault and/or inappropriate discipline techniques from any school district in which he is employed. "Disciplinary action" is defined as any suspension, termination, or public reprimand issued by any school district in the Commonwealth of Kentucky and upheld, if requested, by either the tribunal and/or arbitration process. Should Respondent violate this condition, his certificate shall be automatically suspended for a period of one (1) year and subject to additional sanctions by the Board pursuant to KRS 161.120.

**Vote:** *Unanimous*

08121210 (Nancy Pitt)

Accept Agreed Order admonishing Respondent for using inappropriate physical force to discipline students. The Board reminds Respondent that she has a duty to take reasonable measures to protect the health, safety, and emotional well-being of her students. The Board will not tolerate any further incidents of misconduct from Respondent.

Respondent has provided provide written proof to the Board that she has completed twelve (12) hours of professional development/training in the areas of classroom management and proper discipline techniques for correcting exceptional children, as approved by the Board.

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### **Vote:** *Unanimous*

0611270 (Frank Fryar)

Accept Agreed Order which states as follows:

Respondent is currently a retired educator. Case No. 06-11270 shall be dismissed by the Board upon the following condition. If Respondent chooses to come out of retirement, prior to accepting any teaching position that requires him to hold a valid Kentucky teaching certificate, in any capacity, Respondent shall complete a twelve (12) hour professional development course on the Professional Code of Ethics for Kentucky Certified Personnel. Respondent shall provide written proof to the Board of the completion of the professional development course. Any expenses required for said training shall be paid by Respondent. Should Respondent fail to satisfy this condition, his certificate shall be automatically suspended until he completes the required training and provides the appropriate written proof to the Board.

### **Vote:** *Unanimous*

0911594 (Addison James)

Accept Agreed suspending Respondent's teaching certificate for a period of thirty (30) days from June 15, 2010 through July 15, 2010. Prior to or on June 15, 2010, Respondent shall surrender the original and all copies of his certificate, by hand delivery or first class mail, to the Education Professional Standards Board, 100 Airport Road, 3rd Floor, Frankfort, Kentucky 40601.

Upon reinstatement, Respondent's teaching certificate shall be on probation for a period of two (2) years and subject to the following probationary conditions:

1. Respondent shall submit written proof to the Board that he has completed twelve (12) hours of professional ethics training, as approved by the Board, by June 1, 2011. Any expense required for said training shall be paid by Respondent.
2. In accordance with KRS 161.175, Respondent shall submit to random drug testing during the probationary period, to be administered by a provider approved by the Board, and shall receive no drug test positive for illegal substances or in excess of therapeutic levels generally acceptable in the medical community. Any expense required for the drug testing shall be paid by Respondent.
3. Respondent shall not be convicted of any crime involving the use and/or possession of any controlled substance or alcohol during the probationary period.

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Respondent shall submit a copy of his current criminal record, as prepared by the Kentucky State Police, by June 1st of each year of the probationary period. Any expense required to satisfy this condition shall be paid by Respondent.

Should Respondent fail to satisfy any of the above conditions, her certificate shall be automatically suspended for a period of one (1) year, and subject to additional sanctions by the Board pursuant to KRS 161.120.

**Vote:** *Unanimous*

08121184 (Megan Epley)

Accept Agreed Order revoking Respondent's certificate for a period of five (5) years beginning on December 15, 2008. Respondent shall neither apply for, nor be issued, a teaching certificate in the Commonwealth of Kentucky during the revocation period. Upon acceptance of this agreement by the Board, Respondent shall immediately surrender the original and all copies of her certificate to the EPSB, by delivering or mailing to 100 Airport Road, 3<sup>rd</sup> Floor, Frankfort, Kentucky 40601.

In addition to the standard requirements of the application process, before Respondent shall be reissued any certificate, she shall complete twelve (12) hours of ethics training which shall include instruction on appropriate student-teacher boundaries.

**Vote:** *Unanimous*

060479 (Albert Crout)

Accept Agreed Order revoking Respondent's certificate for a period of fifteen (15) years from the date the Board approves this Order. Upon acceptance of this agreement by the Board, Respondent shall immediately surrender the original and all copies of his certificate, by personal delivery or first class mail, to the Education Professional Standards Board, 100 Airport Road, Third Floor, Frankfort, Kentucky 40601.

In addition to any educational requirements, the issuance of a Kentucky teaching or administrative certificate to Respondent, or on his behalf, at the conclusion of the fifteen (15) year revocation period is expressly conditioned upon Respondent providing written evidence to the Board, at the time of application, from a state certified mental health counselor, approved by the Board, certifying that Respondent is competent and fit to fulfill his duties as an educator. Additionally, Respondent shall provide to the Board written progress reports from his mental health

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counselor on July 1st and January 1st of each calendar year until Respondent is released from treatment by the counselor. Each progress report shall certify that Respondent has complied with any and all treatment recommendations and that Respondent remains fit and competent to fulfill his duties as an educator. Any expense required for the counseling, follow-up treatment and/or progress reports shall be paid by Respondent. Should Respondent fail to satisfy this condition, his certificate shall be automatically suspended for a period of one (1) year and subject to additional sanctions by the Board pursuant to KRS 161.120.

**Vote:** *Unanimous*

- 08010105 (Wesley Sneed) Accept Agreed Order suspending Respondent's certificate for ten (10) days, with three (3) days of the suspension period to be served retroactively from January 9, 2008 through January 11, 2008. The remaining seven (7) days shall be served beginning June 15, 2010. Respondent shall surrender the original and all copies of his certificate immediately, by first class mail or personal delivery to the Education Professional Standards Board, 100 Airport Road, Third Floor, Frankfort, Kentucky 40601. Upon reinstatement, Respondent's certificate shall be subject to the following probationary conditions for a period of two (2) years.
1. By the end of the probationary period, Respondent shall submit written proof that he has completed twelve (12) hours of professional development/training in the area of student/teacher boundaries as approved by the Board. Any expense for the training shall be paid by Respondent.
  2. Respondent shall receive no disciplinary action involving student/teacher boundaries from any school district in which he is employed. "Disciplinary action" is defined as any admonishment/reprimand, suspension, or termination issued by any school district in the Commonwealth of Kentucky and upheld, if requested, by either the tribunal and/or arbitration process.
- Should Respondent violate any of these conditions, his certificate and any and all endorsements shall be automatically revoked for a period of two (2) years and subject to additional disciplinary sanctions pursuant to KRS 161.120.

**Vote:** *Unanimous*

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090261 (Michael Fraliex) Accept Agreed Order in which Respondent voluntarily, knowingly, and intelligently surrenders his teaching certificate and agrees to not apply for, nor be issued, a teaching or administrative certificate in the Commonwealth of Kentucky at any time in the future. Respondent shall surrender the original Certificate and all copies to EPSB, by hand delivery or mailing to 100 Airport Road, 3rd Floor, Frankfort, Kentucky, 40601.

**Vote:** *Unanimous (Mr. Ross recused)*

060491 (Theophilus Bellamy) Accept Agreed Order which states as follows:  
Respondent's certificate, and any future endorsements or new areas of certification, shall be subject to the following probationary conditions for a period of two (2) years from the date of acceptance of the Order by the Board.

1. Respondent shall complete twelve (12) hours of ethics training prior to January 1, 2011. Any expense for required training shall be born by the Respondent.
2. Respondent shall be assessed for anger management issues prior to January 1, 2011 and follow through with any treatment recommendations with a provider approved by the Board. Any expense incurred for the assessment or counseling shall be born by the Respondent.
3. Respondent shall complete a four (4) hour course in Classroom Management with a focus on de-escalating violent situations prior to January 1, 2011. Any expense for required training shall be born by the Respondent.
4. Respondent shall receive no further disciplinary action by any school district in the United States including, but not limited to, admonishment, reprimand, suspension or termination.

By entering into this Agreed Order, Respondent agrees that should he fail to satisfy any of these conditions, his certificate shall be automatically suspended for a period one (1) year. If applicable, at the conclusion of the one year suspension, Respondent's certificate shall remain suspended until such time as conditions 1 through 3 are met.

Respondent is aware that should he violate KRS 161.120, either during or following this two (2) year period of probationary conditions, the Board shall initiate new disciplinary action and seek additional sanctions.

**Vote:** *Unanimous*

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05101184 (Stephen Tressler) Accept Agreed Order reminding Respondent that as a certified teacher, he has the duty to protect the health and welfare of students. Encouraging students to use any form of tobacco products is unacceptable behavior and will not be tolerated under any circumstances.

This settlement agreement is expressly conditioned upon Respondent providing written proof to the Board that he has completed drug abuse awareness professional development or training which contains a component regarding the dangers of tobacco products, as approved by the Board. Any expense incurred for the professional development or training shall be paid by Respondent.

Upon Respondent providing proof that he has met the requirement listed above, Respondent shall be free to re-apply for certification in the Commonwealth of Kentucky.

**Vote:** *Unanimous*

0909493 (Douglas Goodpastor) Accept Agreed Order permanently revoking Respondent's certificate. Respondent shall neither apply for, nor be issued, a teaching and/or administrative certificate in the Commonwealth of Kentucky at any time in the future.

Respondent shall surrender the original certificate and all copies of his certificate to the EPSB, by delivering or mailing them to 100 Airport Road, 3<sup>rd</sup> Floor, Frankfort, Kentucky 40601.

**Vote:** *Unanimous*

0612301 (Sean Little)

Accept Agreed Order admonishing Respondent for breach of contract. A teacher shall not neglect his duty to his students by abandoning his position. The Board will not tolerate any further acts of misconduct from Respondent.

Prior to or within one (1) year of Respondent's certification being renewed, Respondent shall provide written proof to the Board that he has completed six (6) hours of professional development/training in teacher ethics. All training must be approved by the Board and any expense incurred for said training shall be paid by Respondent. If this condition is not met within the one (1) year timeframe, Respondent's certificate shall be automatically suspended until such training has been acquired.

**Vote:** *Unanimous*

081211180 (Tracie Graves) Accept Agreed Order which states as follows:

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Respondent's certificate, and any future endorsements or new areas of certification, shall be subject to the following probationary conditions for a period of one (1) year from the date the Board accepts this Agreed Order:

Respondent has provided written proof to the Board that she has completed twelve (12) hours of professional development in classroom management as approved by the Board, and such documentation is attached hereto.

Respondent has provided written proof to the Board that she has completed a course in Safe Crisis Management as approved by the Board, and such documentation is attached hereto.

Respondent shall receive no disciplinary action involving assault from any school district in which she is employed. "Disciplinary actions" is defined as any public reprimand, suspension, or termination issued by any school district in the Commonwealth of Kentucky and upheld, if requested, by either a tribunal and/or arbitration process.

Respondent agrees that, should she fail to satisfy any of the above conditions, her certificate shall be automatically suspended for a period of six (6) months and subject to additional sanctions by the Board pursuant to KRS 161.120.

**Vote:** *Unanimous*

0607200 (Amber Jude)

Accept Agreed Order in which Respondent voluntarily, knowingly, and intelligently surrenders her teaching certificate and agrees to not apply for, nor be issued, a teaching or administrative certificate in the Commonwealth of Kentucky at any time in the future. Respondent shall surrender the original Certificate and all copies to EPSB, by hand delivery or mailing to 100 Airport Road, 3rd Floor, Frankfort, Kentucky, 40601.

**Vote:** *Unanimous*

0905331 (James Price)

Accept Agreed Order suspending Respondent's certificate, including any and all endorsements, retroactively for three (3) days beginning on January 20, 2009 and running through January 22, 2009.

In addition, Respondent's certificate, and any future endorsements or new areas of certification, shall be subject to the following probationary conditions for a period of one (1) year from the date the Board accepts this Agreed Order:

1. On or before January 1, 2011, Respondent shall provide written proof to the Board that he has received twelve (12)

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hours of professional development or training in ethics as approved by the Board. Any expense incurred for said training shall be paid by Respondent.

2. On or before January 1, 2011, Respondent shall provide written proof that he has successfully completed a course on sexual harassment awareness in the workplace. Any expense incurred for said course shall be paid by Respondent.

3. Respondent shall receive no disciplinary action while employed in any position requiring him to hold a valid Kentucky teaching certificate. "Disciplinary action" is defined as any suspension, termination, or public reprimand issued by Respondent's employer and upheld, if requested, by either a tribunal and/or arbitration process.

By entering into this Agreed Order, Respondent agrees that should he fail to satisfy any of these conditions during the probationary period, his certificate shall be automatically suspended until such time as the probationary conditions are met.

Respondent is aware that should he violate KRS 161.120, either during or following this one (1) year period of probationary conditions, the Board shall initiate new disciplinary action and seek additional sanctions.

**Vote:** *Unanimous*

0911536 (Mark Williams)

Accept Agreed Order retroactively suspending Respondent's certificate for a period of thirty (30) days beginning October 1, 2009 and running through October 30, 2009. Upon acceptance of this agreement by the Board, Respondent shall immediately surrender the original certificate and all copies of his certificate to the EPSB, by delivering or mailing them to 100 Airport Road, 3<sup>rd</sup> Floor, Frankfort, Kentucky 40601.

Respondent is hereby admonished for conduct unbecoming a teacher and for neglect of duty. Being under the influence of drugs that may compromise one's ability to perform one's teaching responsibilities puts the health, safety, and well-being of students in jeopardy and is a violation of the Professional Code of Ethics for Kentucky Certified School Personnel.

Respondent's certificate, and any future endorsements or new areas of certification, shall be subject to the following probationary conditions for a period of two (2) years from the date the Board accepts this Agreed Order:

1. Respondent shall complete twelve (12) hours of ethics training before July 1, 2011. Any expense for required

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training shall be paid by the Respondent.

2. Respondent shall immediately submit to any random drug testing and shall have no positive drug tests. Such drug testing may be requested either by the Board or Respondent's school district, and Respondent must provide the laboratory report to the Board. Any expense for said testing shall be paid by the Respondent.

3. Respondent shall receive no disciplinary action.

"Disciplinary actions" is defined as any public reprimand, suspension, or termination issued by any school district in the Commonwealth of Kentucky and upheld, if requested, by either a tribunal and/or arbitration process.

By entering into this Agreed Order, Respondent agrees that should he fail to satisfy any of these conditions during the probationary period, his certificate shall be automatically suspended for a period of one (1) year. If applicable, at the conclusion of the one (1) year suspension, the certificate shall remain suspended until such time as all conditions are met.

Respondent is aware that should he violate KRS 161.120, either during or following this two (2) year period of probationary conditions, the Board shall initiate new disciplinary action and seek additional sanctions.

**Vote:** *Unanimous*

0912660 (Jason Collins-Baker) Accept Agreed Order permanently revoking Respondent's certificate. Respondent shall neither apply for, nor be issued, a teaching and/or administrative certificate in the Commonwealth of Kentucky at any time in the future. Respondent shall surrender the original certificate and all copies of his certificate to the EPSB, by delivering or mailing them to 100 Airport Road, 3<sup>rd</sup> Floor, Frankfort, Kentucky 40601.

**Vote:** *Unanimous*

0906362 (Michael Bayless) Accept Agreed Order admonishing Respondent for failing to maintain the dignity and integrity of the teaching profession. The Board will not tolerate any further incidents of this nature by Respondent. Respondent must provide written proof to the Board that he has completed twelve (12) hours of ethics professional development/training by July 1, 2011. All training must be approved by the Board and any expense incurred for said training shall be paid by Respondent. If Respondent fails to satisfy this condition by July 1, 2011, his certificate will

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be automatically suspended until such training is completed and the appropriate written proof is provided to the Board. Respondent states that his affidavit issued in this matter is truthful and that he agrees to testify consistent with the statements made therein in any future disciplinary hearing. Should Respondent refuse to do so at any point in the future, the Board may void this Order, reopen this case, and seek additional sanctions against Respondent's certificate.

**Vote:** *Unanimous (Ms. Williams and Ms. Sagan recused)*

08121214 (John Swann)

Accept Agreed Order which states as follows:

Respondent is currently a retired educator and is no longer employed by any school district in any capacity. If Respondent chooses to come out of retirement, prior to accepting any teaching, administrative, or contract position, in any capacity, in any school district in the Commonwealth of Kentucky, Respondent shall submit written proof to the Board that he has completed a professional development course on the Professional Code of Ethics for Kentucky Certified Personnel, and six (6) hours of professional development in culture competency with a focus on gender relations, as approved by the Board. Any expenses incurred for said training shall be paid by Respondent. Should Respondent fail to satisfy this condition, his certificate shall be automatically suspended until he completes the required training and provides the appropriate written proof to the Board.

Additionally, upon accepting a teaching, administrative or contract position, in any capacity, Respondent's certificate shall be on probation for the life of the certificate and, during the probationary period, Respondent shall receive no disciplinary action involving unprofessional conduct or sexual harassment from any school district in which he is employed. "Disciplinary action" is defined as any suspension, termination, or public reprimand issued by any school district in the Commonwealth of Kentucky and upheld, if requested, by either the tribunal and/or arbitration process. Should Respondent fail to satisfy this condition, his certificate shall be automatically permanently revoked.

**Vote:** *Unanimous*

0607186 (Norka Padilla)

Accept Agreed Order dismissing the case after Respondent submitted to the Board proof that she has completed training regarding her duty to report child abuse, neglect and dependency.

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**Vote:** *Unanimous*

05-0587 (Michael Cook)

Accept Agreed Order which states as follows:

Issuance of any future certificate to Respondent, or on his behalf, is conditioned upon the following.

1. At the time of application, Respondent shall provide written evidence to the Board from a Kentucky licensed and/or certified psychiatrist and/or mental health professional, approved by the Board, that he has complied with a comprehensive evaluation and is fit to return to the classroom, presents as capable of performing his duties as a teacher, is not a danger to himself or others, and is compliant with all treatment recommendations. The financial cost of any evaluation, treatment, or reports is to be paid by Respondent.
2. At the Board's request, Respondent shall sign a release of information with the evaluating psychiatrist and/or mental health professional and subsequent treatment providers allowing the Board to review his evaluation and treatment records.

If Respondent fails to satisfy these conditions, the Division of Certification shall deny any application for certification submitted by Respondent or on his behalf. From the date of acceptance of this Order, any certificate issued to Respondent shall be subject to the following conditions.

1. If the evaluating psychiatrist and/or mental health professional recommends ongoing treatment, Respondent shall present the Board with written quarterly reports, beginning three months after certification, that he is compliant with all treatment recommendations and remains fit to perform his teaching duties and presents no danger to himself or others. All treatment providers shall be approved by the Board and the financial cost of any treatment and/or reports is to be paid by Respondent.
2. At the Board's request, Respondent shall sign a release of information with any treatment providers allowing the Board to review his evaluation and treatment records.
3. Respondent shall not be convicted of any crime.

If Respondent fails to satisfy any of these conditions, any certificate issued to him shall be automatically suspended for two years and the Board may initiate proceedings seeking additional disciplinary sanctions and/or permanent revocation of the certificate.

**Vote:** *Unanimous*

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07-0222 (Sonja Broyles) Accept Agreed Order admonishing Respondent for her lack of professional judgment in interactions with students both during and outside of school hours. Exchanging personal text messages with students is inappropriate no matter the intent. As an education professional, it is Respondent's responsibility to set and maintain appropriate boundaries with all students. She must be ever vigilant to treat all students with fairness and equity careful never to single out a particular student or group for special treatment and/or friendship.

Kentucky shall not issue any teaching certificate, renew any lapsed certificate, nor consider Respondent's certificate in good standing until she has provided written evidence to the Board that she has successfully completed twelve hours of professional development/training, approved by the Board, in appropriate teacher/student relationships and/or boundary issues and ethics. Any expense for this professional development/training shall be paid by Respondent.

**Vote:** *Unanimous*

0803679 (Michael Ashurst) Accept Agreed Order admonishing Respondent for neglecting his duty to comply with administrative obligations in a timely manner and for inappropriate use of sick leave. A principal is ultimately responsible for the administrative workings of his school whether he completes the tasks himself or assigns them to others. This includes ensuring that his school meets district deadlines and completes necessary paperwork as required. The Board reminds Respondent that as a school district employee, he is bound by the district's sick leave policy. His obligations to his school, students, and fellow teachers come before any other occupation.

Prior to August 1, 2010, Respondent shall provide written proof to the Board that he has completed 12 hours of professional development/training, approved by the Board and at his own expense, in professionalism and ethics. Should Respondent fail to satisfy this requirement by August 1, 2010, his certificate shall be automatically suspended and remain so until the requirement is met.

**Vote:** *Unanimous*

0910520 (John Reeder) Accept Agreed Order suspending Respondent's teaching certificate for a period of thirty (30) days from the date this Order is approved by the Board. Upon acceptance of this

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agreement by the Board, Respondent shall immediately surrender the original and all copies of his certificate, by personal delivery or first class mail, to the Education Professional Standards Board, 100 Airport Road, Third Floor, Frankfort, Kentucky 40601.

At the conclusion of the thirty (30) day suspension period, Respondent's teaching certificate shall not be reinstated until Respondent submits written documentation to the Board from a state certified mental health counselor, approved by the Board, certifying that Respondent is competent and fit to fulfill his duties as an educator. Respondent's teaching certificate shall be automatically reinstated upon receiving the aforementioned mandatory fitness declaration.

This settlement agreement is expressly conditioned upon the following:

1. Respondent shall provide to the Board written progress reports from his mental health counselor on July 1st and January 1st of each calendar year until Respondent is released from treatment by the counselor. Each progress report shall certify that Respondent has complied with any and all treatment recommendations, and that Respondent remains fit and competent to fulfill his duties as an educator. Any expense required for the counseling, follow-up treatment and/or progress reports shall be paid by Respondent. Should Respondent fail to satisfy this condition, his certificate shall be automatically suspended until he submits the required written progress report to the Board; and

2. Within one (1) calendar year from the date of reinstatement of Respondent's teaching certificate, Respondent shall submit written proof to the Board that he has completed twelve (12) hours of professional ethics training, as approved by the Board. Any expense required for said training shall be paid by Respondent. If Respondent fails to satisfy this condition, his certificate shall be automatically suspended until he completes the required training and provides the appropriate written proof to the Board.

**Vote:** *Unanimous*

0911583 (Normia Stevens) Accept Agreed Order suspending Respondent's certificate for a period of five (5) days from the date this Order is approved by the Board. Upon acceptance of this agreement by the Board, Respondent shall immediately surrender the original and all copies of her certificate, by personal

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delivery or first class mail, to the Education Professional Standards Board, 100 Airport Road, 3rd Floor, Frankfort, Kentucky 40601.

This settlement agreement is expressly conditioned upon Respondent providing written proof to the Board that she has completed a professional development/training course in appropriate student safety and classroom management, as approved by the Board, by December 31, 2010. Any expense required for said training shall be paid by Respondent. Should Respondent fail to satisfy this condition, her certificate shall be automatically suspended until she completes the required training and provides the appropriate written proof to the Board.

### **Vote:** *Unanimous*

0904195 (John Sowders)

Accept Agreed Order admonishing Respondent for exercising poor professional judgment, and for neglect of duty. An educator shall strive to uphold the responsibilities of the education profession, including obligations to students, parents, colleagues, and the school district. When an educator misses an extraordinary number of school days, students fail to receive proper instruction and are unlikely to ever recover from the time their teacher is absent from the classroom. The Board reminds Respondent that a classroom teacher should endeavor to attend each school day. The Board will not tolerate any further incidents of misconduct from Respondent.

By December 31, 2010, Respondent shall provide written proof to the Board that he has been assessed by a state certified mental health counselor, approved by the Board, who certifies that Respondent is competent to fulfill his duties as an educator. Respondent shall provide written proof that he has complied with any treatment recommendations proposed by the mental health counselor, and shall continue to provide semi-annual treatment records to the Board until he has been released from treatment by the counselor. Any expense incurred for the assessment or follow-up treatment shall be paid by Respondent. Should Respondent violate this condition, his certificate shall be automatically suspended for a period of six (6) months, and the Board may initiate a new disciplinary action and seek additional sanctions pursuant to KRS 161.120.

Further, Respondent's teaching certificate shall be on probation for a period of three (3) years from the date this Agreed Order is approved by the Board. During the probationary period, Respondent shall receive no further

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disciplinary action from any school district in which he is employed. “Disciplinary action” is defined as any public reprimand, suspension, or termination issued by any school district in the Commonwealth of Kentucky and upheld, if requested, by either the tribunal and/or arbitration process. Should Respondent violate this condition, his certificate shall be automatically suspended for a period of one (1) year, and the Board may initiate a new disciplinary action and seek additional sanctions pursuant to KRS 161.120.

**Vote:** *Unanimous (Ms. Hammons recused)*

0911572 (Carrie Carman) Accept Agreed Order in which Respondent voluntarily, knowingly, and intelligently surrenders her teaching certificate and agrees to not apply for, nor be issued, a teaching or administrative certificate in the Commonwealth of Kentucky at any time in the future. Upon the acceptance of this agreement by the Board, Respondent shall immediately surrender the original and all copies of her certificate, by personal delivery or first class mail, to the Education Professional Standards Board, 100 Airport Road, 3rd Floor, Frankfort, Kentucky 40601.

**Vote:** *Unanimous*

0912691 (Timothy Bennett) Accept Agreed Order suspending Respondent’s teaching certificate for a period of sixty (60) days from June 10, 2010 through August 8, 2010. Prior to or on June 10, 2010, Respondent shall surrender the original and all copies of his certificate, by hand delivery or first class mail, to the Education Professional Standards Board, 100 Airport Road, 3rd Floor, Frankfort, Kentucky 40601. Prior to the reinstatement of Respondent’s teaching certificate at the conclusion of the sixty (60) day suspension period, Respondent shall provide written proof to the Board that he has been assessed for anger management issues by a provider approved by the Board. Respondent shall also provide written proof that he has complied with any treatment recommendations proposed by the provider, and shall continue to provide treatment records to the Board until he has been released from treatment by the provider. Any expense required for the assessment and/or treatment shall be paid by Respondent. Upon reinstatement, Respondent’s teaching certificate shall be on probation for a period of three (3) years and subject to the following probationary conditions:

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1. Respondent shall submit written proof to the Board that he has complied with all the conditions of the Order Granting Pretrial Diversion entered into on January 4, 2010 in Scott County Circuit Court, Case No. 08-CR-00204. Should Respondent violate this condition, his certificate shall be automatically suspended for a period of one (1) year, and subject to additional sanctions by the Board pursuant to KRS 161.120;
2. Respondent shall submit written proof to the Board that he has completed twelve (12) hours of professional ethics training, as approved by the Board, by June 1, 2011. Any expense required for said training shall be paid by Respondent. Should Respondent fail to satisfy this condition, his certificate shall be automatically suspended until he completes the required training and provides the appropriate written proof to the Board; and
3. Respondent shall receive no disciplinary action involving assault and/or conduct unbecoming an educator from any school district in which he is employed during the probationary period. "Disciplinary action" is defined as any public reprimand, suspension, or termination issued by any school district in the Commonwealth of Kentucky and upheld, if requested, by either the tribunal and/or arbitration process. Should Respondent violate this condition, his certificate shall be automatically suspended for a period of one (1) year, and subject to additional sanctions by the Board pursuant to KRS 161.120.

### **Vote:** *Unanimous*

- 06-05117 (Walter Hooker) Accept Agreed Order revoking Respondent's certificate for a period of five (5) years starting retroactively on July 1, 2007 through July 1, 2012. Upon acceptance of this agreement by the Board, Respondent shall immediately surrender the original and all copies of his certificate, by personal delivery or first class mail, to the Education Professional Standards Board, 100 Airport Road, Third Floor, Frankfort, Kentucky 40601.
- At the end of the five (5) year revocation period, the issuance of any teaching and/or administrative certificate to Respondent, or on his behalf, in addition to any educational requirements, is subject to the following conditions.
1. Respondent shall submit to the Board a Kentucky State Police criminal records check indicating that he has received no criminal convictions involving a minor and/or a student; and

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2. Respondent shall submit written proof to the Board that he has completed twelve (12) hours of professional ethics training, with an emphasis on teacher/student boundaries, as approved by the Board.

Any expense in meeting these conditions shall be paid by Respondent. If Respondent fails to satisfy the above conditions, the Board shall not issue any certificate to Respondent, or on his behalf. If Respondent does satisfy the above conditions, any certificate issued to Respondent, or on his behalf, shall be subject to the following probationary conditions for a period of three (3) years from the date of issuance:

1. Respondent shall not be convicted of any crime involving a minor. By July 1st of each year of the probationary period, Respondent shall submit a copy of his current criminal record, as prepared by the Kentucky State Police. Any expense required to satisfy this condition shall be paid by Respondent.

2. Respondent shall receive no disciplinary action involving student/teacher boundaries or an inappropriate relationship with a student from any school district in which he is employed during the probationary period. "Disciplinary action" is defined as any suspension, termination, or public reprimand issued by any school district in the Commonwealth of Kentucky and upheld, if requested, by either the tribunal and/or arbitration process.

Should Respondent violate either of the above conditions, his certificate shall be automatically suspended for a period of two (2) years and subject to additional sanctions by the Board pursuant to KRS 161.120.

**Vote:** *Unanimous*

0906415 (Kem Brown-McCoy) Accept Agreed Order retroactively suspending Respondent's certificate for a period of forty-five (45) days from October 1, 2009 through November 15, 2009. Upon acceptance of this agreement by the Board, Respondent shall immediately surrender the original and all copies of her certificate, by personal delivery or first class mail, to the Education Professional Standards Board, 100 Airport Road, Third Floor, Frankfort, Kentucky 40601. Respondent shall provide written proof to the Board that she has been assessed for anger management issues, by a provider approved by the Board, by September 1, 2010. Respondent shall also provide written proof that she has complied with any treatment recommendations proposed by the provider, if any, and shall continue to provide annual

## Agenda Book

treatment records to the Board until she has been released from treatment by the provider. Any expense required for the assessment and/or treatment shall be paid by Respondent.

Further, Respondent's teaching certificate shall be on probation for a period of two (2) years from the date the Board approves this Order and subject to the following probationary conditions:

1. Respondent shall submit written proof to the Board that she has completed twelve (12) hours of professional ethics training, as approved by the Board, by July 1, 2011. Any expense required for said training shall be paid by Respondent. Should Respondent fail to satisfy this condition, her certificate shall be automatically suspended until she completes the required training and provides the appropriate written proof to the Board.

2. Respondent shall not receive any disciplinary action involving assault from any school district in which she is employed during the probationary period. "Disciplinary action" is defined as any suspension, termination, or public reprimand issued by any school district in the Commonwealth of Kentucky and upheld, if requested, by either the tribunal and/or arbitration process. Should Respondent violate this condition, her certificate shall be automatically suspended for a period of six (6) months and subject to additional sanctions by the Board pursuant to KRS 161.120.

Respondent is aware that should she violate KRS 161.120 either during or after the probationary period, the Board shall initiate a disciplinary action and seek additional sanctions.

**Vote:** *Unanimous*

0910209 (Clint Clark)

Accept Agreed Order suspending Respondent's teaching certificate for a period of one (1) year from the date the Board approves this Order. Upon acceptance of this agreement by the Board, Respondent shall immediately surrender the original and all copies of his certificate, by personal delivery or first class mail, to the Education Professional Standards Board, 100 Airport Road, Third Floor, Frankfort, Kentucky 40601.

In addition to any educational requirements, reinstatement of Respondent's teaching certificate at the conclusion of the one (1) year suspension period, in addition to any educational requirements, is expressly conditioned upon the following:

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1. Respondent shall submit written proof to the Board that he has successfully completed twelve (12) hours of professional ethics training, as approved by the Board; and
2. Respondent shall submit written proof to the Board that he has successfully completed a professional development/training course in special education law, as approved by the Board.

Any expense required to satisfy the above conditions shall be paid by Respondent. If Respondent fails to satisfy the above conditions, the Board shall not reinstate his teaching certificate. If Respondent does satisfy the above conditions, any certificate issued to Respondent, or on his behalf, shall be on probation for a period of three (3) years from the date of reinstatement and subject to the following probationary conditions:

1. Respondent shall submit written documentation by December 31st and June 30th of each year of the probationary period from his current treatment provider or Gambler's Anonymous sponsor indicating that he is controlling his gambling addiction and is still seeking support and continued assistance. Should Respondent fail to satisfy this condition, his certificate shall be automatically suspended until he submits the required written documentation to the Board;
2. Respondent shall complete a professional development/training course in the area of collaboration techniques, special education legal requirements/law, or student confidentiality, as approved by the Board, for each year of the probationary period. Respondent must submit written proof of the professional development training to the Board by August 1st of each year of the probationary period. Should Respondent fail to satisfy this condition, his certificate shall be automatically suspended until he completes the required training and provides the appropriate written proof to the Board; and
3. Respondent shall not take any position in a Kentucky school district or in a Kentucky school or education related agency during the probationary period that allows him any access to money or financial accounts. If Respondent is required to collect money from students in a classroom or sports setting, he shall establish safety protocols with the school principal to ensure any funds collected are properly distributed. These safety protocols shall be filed with the Board. Respondent shall file the safety protocols and documentation substantiating that he does not have any educational position that allows him any access to money or financial accounts upon taking any new school position

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and with any application for renewal of his certificate or additional certification. If Respondent violates this condition, any and all certificates issued to him shall be automatically suspended for a period of one (1) year.

Any expense required to satisfy the above conditions shall be paid by Respondent. Respondent is aware that, should he violate KRS 161.120 and/or 16 KAR 1:020 either during or after the probationary period, the Board may open a new disciplinary case and seek additional sanctions.

**Vote:** *Unanimous*

0911534 (Ronald Moore)

Accept Agreed Order suspending Respondent's teaching certificate for a period of ninety (90) days commencing retroactively on March 19, 2010 through June 17, 2010. Upon acceptance of this agreement by the Board, Respondent shall immediately surrender the original and all copies of his certificate, by personal delivery or first class mail, to the Education Professional Standards Board, 100 Airport Road, Third Floor, Frankfort, Kentucky 40601.

Additionally, Respondent shall submit written proof to the Board that he has completed twelve (12) hours of professional ethics training, as approved by the Board, by June 1, 2011. Any expense required for said training shall be paid by Respondent. If Respondent fails to satisfy this condition, his certificate shall be automatically suspended until he completes the required training and provides the appropriate written proof to the Board.

Upon reinstatement, Respondent's teaching certificate, including any future endorsements and/or new areas of certification, shall be on probation for a period of five (5) years and, during the probationary period, Respondent shall not accept any position in a Kentucky school district or in a Kentucky school or education related agency that allows him any access to money or financial accounts. If Respondent is required to collect money from students in a classroom setting, he shall establish safety protocols with the school principal to ensure any funds collected are properly accounted. These safety protocols shall be filed with the Board. Respondent shall file the safety protocols and documentation substantiating that he does not have any educational position that allows him any access to money or financial accounts upon taking any new school position and with any application for renewal of his certificate or additional certification.

**Vote:** *Unanimous (Ms. Sagan and Mr. Ross recused)*

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070233 (Brian Mullins) Accept Agreed Order revoking Respondent's certificate for three (3) years beginning February 1, 2007. Upon acceptance of this agreement by the Board, Mullins shall immediately surrender the original certificate and all copies of his certificate to the EPSB, by delivering or mailing them to 100 Airport Road, 3<sup>rd</sup> Floor, Frankfort, Kentucky 40601.

**Vote:** *Unanimous*

0905355 (Jennifer Hatfield) Accept Agreed Order suspending Respondent's certificate retroactively for a period of six months from June 1, 2009 through December 1, 2009. Respondent shall surrender the original and all copies of her certificate immediately, by first class mail or personal delivery to the Education Professional Standards Board, 100 Airport Road, 3<sup>rd</sup> Floor, Frankfort, Kentucky 40601.

Respondent's certificate, and any future endorsements or new areas of certification, shall be subject to the following probationary conditions for a period of one (1) year from the date the Board accepts this Agreed Order:

1. Respondent shall complete twelve (12) hours of Board approved ethics training at her own expense. This requirement shall include training in student-teacher boundaries.

2. Respondent shall receive no disciplinary action involving inappropriate contact with a student. "Disciplinary actions" is defined as any suspension, termination, or public reprimand issued by any school district in the Commonwealth of Kentucky and upheld, if requested, by either a tribunal and/or arbitration process.

By entering into this Agreed Order, Respondent agrees that should she fail to satisfy any of these conditions during the probationary period, her certificate shall be automatically suspended until such time as the probationary conditions are met.

Respondent is aware that should she violate KRS 161.120, either during or following the one (1) year period of probationary conditions, the Board may initiate new disciplinary action and seek additional sanctions.

**Vote:** *Unanimous*

06-05149 (Michael Garren) Accept Agreed Order in which Respondent voluntarily, knowingly, and intelligently surrenders his teaching certificate, and agrees to not apply for, nor be issued, a

## Agenda Book

teaching or administrative certificate in the Commonwealth of Kentucky at any time in the future. Upon the acceptance of this agreement by the Board, Respondent shall immediately surrender the original and all copies of his certificate, by personal delivery or first class mail, to the Education Professional Standards Board, 100 Airport Road, 3rd Floor, Frankfort, Kentucky 40601.

**Vote:** *Unanimous*

- 06-05156 (Christopher Lawson) Accept Agreed Order suspending Respondent's certificate for a period of six (6) months retroactively from January 1, 2008 through July 1, 2008. Upon acceptance of this agreement by the Board, Respondent shall immediately surrender the original certificate and all copies of his certificate to the EPSB, by delivering or mailing them to 100 Airport Road, 3<sup>rd</sup> Floor, Frankfort, Kentucky 40601. This settlement is expressly conditioned upon the following:
1. Respondent must provide written proof that he has completed twelve (12) hours of professional development/training in the areas of ethics, the appropriate use of technology, and boundary training, as approved by the Board, no later than May 1, 2011. Any expense incurred for the training shall be paid by Respondent.
  2. Respondent must provide written proof to the Board that he has completed ten (10) hours of community service at a 501(c)(3) non-profit organization by May 1, 2011. Failure to comply with these requirements by May 1, 2011 will result in an automatic suspension of Lawson's teaching certificate and it will remain suspended until he completes the requirements contained in this Agreed Order.

**Vote:** *Unanimous*

- 06-0371 (Andrea Tucker) Accept Agreed Order suspending Respondent's teaching certificate retroactively for a period of six (6) months from January 1, 2007 through July 1, 2007. Respondent shall surrender the original and all copies of her certificate immediately, by first class mail or personal delivery to the Education Professional Standards Board, 100 Airport Road, 3<sup>rd</sup> Floor, Frankfort, Kentucky 40601. This agreed order is expressly conditioned upon Respondent providing written proof to the Board, by December 1, 2010, that she has received twelve (12) hours of professional development/training in the area of ethics and teacher/student boundaries as approved by the Board.

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Any expense incurred for said training shall be paid by Respondent. Failure to obtain said training will result in Respondent's certificate being further suspended and it will remain so until the training requirement is completed.

**Vote:** *Unanimous*

0905349 (Angela Thompson) Accept Agreed Order suspending Respondent's certificate, including any and all endorsements, from April 15, 2009 through December 31, 2010. Upon acceptance of this agreement by the Board, Respondent shall immediately surrender the original certificate and all copies of her certificate to the EPSB, by delivering or mailing them to 100 Airport Road, 3<sup>rd</sup> Floor, Frankfort, Kentucky 40601. Reissuance of Respondent's certificate at the end of the suspension period is expressly conditioned upon Thompson providing written proof to the Board that she has complied with the following:

Respondent shall provide written proof to the Board that she has received twelve (12) hours of professional development/training in student/teacher boundaries as approved by the Board. Any expense for this professional development/training shall be paid by Respondent.

Should Respondent fail to satisfy this condition, her teaching certificate shall remain suspended and will not be reinstated until she has provided proof that she has met the condition.

**Vote:** *Unanimous*

0903137 (Stacey McAlister) Accept Agreed Order suspending Respondent's certificate for a period of one (1) year beginning May 1, 2009. Upon acceptance of this agreement by the Board, Respondent shall immediately surrender the original certificate and all copies of her certificate to the EPSB, by delivering or mailing them to 100 Airport Road, 3<sup>rd</sup> Floor, Frankfort, Kentucky 40601.

This Agreed Order is expressly conditioned upon the following:

By December 1, 2010, Respondent shall provide written proof that she has completed twelve (12) hours of professional development/training in the areas of ethics and fiscal mismanagement, as approved by the Board. Any expense incurred for the program shall be paid by Respondent.

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Should Respondent fail to complete this condition, her certificate shall be automatically suspended and will remain so until the condition is met.

**Vote:** *Unanimous*

08111159 (Rosa Kurtz)

Accept Agreed Order which states that Case Number 08-111159 shall be dismissed without prejudice conditioned upon Respondent providing written proof to the Board that she has received nine (9) hours of Board approved professional development or training that reviews the teacher code of ethics and/or appropriate classroom disposition. Any expense for said training shall be paid by Respondent.

**Vote:** *Unanimous*

06-08204 (Courtney Cowan)

Accept Agreed Order which states that Agency case number 06-08204 shall be dismissed without prejudice on the following condition:

On or before July 1, 2011, Respondent shall present written evidence to the Board that she has successfully completed twelve (12) hours of Board-approved ethics training, any expense for which will be paid by the Respondent. Should Respondent fail to satisfy this condition, her certificate shall be automatically suspended until this condition is met.

**Vote:** *Unanimous (Ms. Sinclair-Curry recused)*

06-0492 (Portia Wright)

Accept Agreed Order admonishing Respondent for neglect of duty. An educator has a duty to take reasonable measures to protect the health, safety, and emotional well-being of students. When an educator fails to maintain order in her classroom, students are at risk for both emotional and physical harm. Each educator has the responsibility to seek professional development in classroom management and to stay current on proper disciplinary methods. Students cannot learn in a disorderly environment and will not respect an educator who fails to appropriately manage the classroom.

On or before July 1, 2011, Respondent shall provide written proof to the Board that she has completed six (6) hours of professional development or training in classroom management as approved by the Board. Any expense incurred for the professional development or training shall be paid by the Respondent. If Respondent fails to satisfy

## Agenda Book

this condition, her certificate shall be suspended until this condition is met.

On or before July 1, 2011, Respondent shall provide written proof to the Board that she has completed a course on the Professional Code of Ethics for Kentucky Certified School Personnel as approved by the Board. Any expense incurred for the professional development or training shall be paid by the Respondent. If Respondent fails to satisfy this condition, her certificate shall be suspended until this condition is met.

**Vote:** *Unanimous*

07-0108 (Sonya Stewart)

Accept Agreed Order which states that Case Number 07-0108 shall be dismissed without prejudice conditioned upon the following:

Respondent has provided written proof to the Board that she has completed three (3) hours of CATS training, and such documentation is attached hereto.

On or before January 1, 2011, Respondent shall provide written proof to the Board that she has received three (3) additional hours of CATS training and six (6) hours of ethics training. Any expense incurred for said training shall be paid by Respondent.

Failure to comply with this requirement by January 1, 2011 will result in an automatic suspension of Respondent's teaching certificate and it will remain suspended until she completes the training requirements contained in this Agreed Order.

**Vote:** *Unanimous*

0912627 (Peterson Johnson)

Accept Agreed Order suspending Respondent's certificate, including any and all endorsements, for a period of ninety (90) days from June 4, 2010 through September 1, 2010. Respondent shall neither apply for, nor be issued, a teaching certificate in the Commonwealth of Kentucky during this suspension period. Upon acceptance of this agreement by the Board, Respondent shall immediately surrender the original and all copies of his certificate, by personal delivery or first class mail, to the Education Professional Standards Board, 100 Airport Road, Third Floor, Frankfort, Kentucky 40601.

Prior to reinstatement of Respondent's certificate at the conclusion of the ninety (90) day suspension period, Respondent must comply with the following conditions:

1. Respondent shall submit written proof to the Board that

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he has been assessed by a state certified mental health counselor approved by the Board and is competent to fulfill his duties as an educator. Respondent shall provide proof that he has complied with any treatment recommendations proposed by the mental health counselor and shall continue to provide treatment records to the Board until he has been released from treatment by the counselor. Any expense incurred for the assessment or follow-up treatment shall be paid by Respondent.

2. Respondent shall submit written proof to the Board that he has completed a course on the Professional Code of Ethics for Kentucky Certified School Personnel as approved by the Board. Any expense required for said training shall be paid by Respondent.

3. Upon reinstatement, maintenance of Respondent's certificate shall be conditioned upon Respondent receiving no further disciplinary action from any school district. "Disciplinary actions" is defined as any public reprimand, suspension, or termination issued by any school district in the Commonwealth of Kentucky and upheld, if requested, by either a tribunal and/or arbitration process.

Upon reinstatement, Respondent's certificate, including any future endorsements and/or new areas of certification, shall be on permanent probation. During the probationary period, Respondent shall not hold a certified position in any Kentucky school district that allows him access to money or financial accounts. Respondent shall file documentation substantiating that he does not hold such position by June 30<sup>th</sup> of each year of the probationary period. If Respondent is required to collect money from students in a classroom setting, Respondent shall establish safety protocols with the school principal to ensure that any funds collected are properly accounted and shall file these safety protocols with the Board prior to the collection of any money.

By entering into this Agreed Order, Respondent agrees that should he fail to satisfy any of the terms of this Agreed Order, his certificate shall be automatically suspended for a period of six (6) months. If applicable, at the conclusion of the six (6) month suspension, the certificate shall remain suspended until such time as all conditions are met.

Respondent is aware that should he violate KRS 161.120, during the probationary period, the Board shall initiate new disciplinary action and seek additional sanctions.

**Vote:** *Unanimous*

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0912676 (Tony Skaggs) Accept Agreed Order which states that Respondent shall not apply for nor have applied for on his behalf any emergency certificate, including the application for emergency substitute certification. Respondent shall only be permitted to apply for temporary provisional or statement of eligibility if he has met the educational requirements. In addition, within one (1) year of being granted temporary provisional or statement of eligibility, Respondent must present written evidence to the Board that he has completed twelve (12) hours of Board approved ethics with an emphasis in student-teacher boundaries in order to maintain his certification. Any costs associated with such training shall be the responsibility of the Respondent.

**Vote:** *Unanimous*

06-08207 (Terri Becker) Accept Agreed Order suspending Respondent's certificate, including any and all endorsements, for five days retroactively from April 10, 2006 through April 14, 2006. Respondent shall surrender the original certificate and all copies of her certificate to the EPSB, by delivering or mailing them to 100 Airport Road, 3<sup>rd</sup> Floor, Frankfort, Kentucky 40601.

**Vote:** *Unanimous*

07-0347 (Julia Geraci) Accept Agreed Order reminding Respondent that teachers have a duty to take reasonable measures to protect the health, safety, and emotional well-being of students and to refrain from subjecting students to embarrassment or disparagement.

Maintenance of Respondent's teaching certificate is conditioned upon Respondent providing written evidence to the Board that she has completed twelve (12) hours of Board-approved ethics training June 30, 2011. Any expense for required training shall be paid by the Respondent.

Failure to meet the above condition will result in an automatic suspension of Respondent's certificate until she supplies proof to the Board that the conditions have been met.

**Vote:** *Unanimous (Ms. Sagan recused)*

08121228 (Joshua VanValkenburg) Accept Agreed Order suspending Respondent's certificate, including any and all endorsements, for sixty (60) days

## Agenda Book

retroactively November 11, 2008. Respondent shall surrender the original certificate and all copies of his certificate to the EPSB, by delivering or mailing them to 100 Airport Road, 3<sup>rd</sup> Floor, Frankfort, Kentucky 40601.

Upon acceptance of this agreed order by the Board, reinstatement of Respondent's certificate is expressly conditioned upon Respondent providing written proof to the Board that he has completed an eight (8) hour course in classroom management and twelve (12) hours of ethics professional development/training. Any expense for the professional development/training shall be paid by Respondent.

The Board admonishes Respondent and reminds him that as a teacher he has a duty to take reasonable measures to protect the health, safety, and emotional well-being of students and to maintain a professional approach with students at all times. Respondent's actions in his classroom on November 7, 2008 showed a lack of judgment and immaturity. The Board shall not tolerate any future incidents of misconduct on the part of Respondent.

**Vote:** *Unanimous*

0911585 (Dustin Mosko)

Accept Agreed Order suspending Respondent's teaching certificate for ninety (90) days from the date of entry of this order. Respondent shall surrender the original certificate and all copies of his certificate to the EPSB by delivering or mailing them to 100 Airport Road, 3<sup>rd</sup> Floor, Frankfort, Kentucky 40601.

Upon re-instatement of his certificate at the end of the ninety day suspension period, maintenance of any teaching certificate to Respondent is expressly conditioned upon Respondent providing written proof to the Board that he has completed twelve (12) hours of ethics professional development/training as approved by the Board and has been assessed by a licensed clinical provider for anger management issues by January 1, 2012. Any expense for the professional development/training or the assessment shall be paid by Respondent.

Should Respondent fail to provide evidence that he has completed the above conditions by January 1, 2012, all certificates issued to Respondent shall be automatically suspended until Respondent has provided the required documentation of completion to the Board.

**Vote:** *Unanimous*

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### Recommended Orders

#### Case Number

#### Decision

0708150 (Josephine Rogers-Hollis) Adopt the Hearing Officer's Findings of Facts, Conclusions of Law, and Recommended Order to admonish Respondent.

Vote: Unanimous

0903115 (Roxanne Bridges) Adopt the Hearing Officer's Recommended Order of Default and revoke Respondent's certificate.

**Vote:** *Unanimous*

0612282 (Joe Nathan Sykes) Adopt the Hearing Officer's Recommended Order of Default and suspend Respondent's certificate for one year.

**Vote:** *Unanimous*

06-08222 (Benjamin Drummond) Adopt the Hearing Officer's Findings of Fact, Conclusions of Law, and Recommended Order to revoke Respondent's certificate.

**Vote:** *Unanimous*

*Motion made by Mr. Ross, seconded by Ms. Hammons, to adjourn the meeting.*

**Vote:** *Unanimous*

Meeting adjourned at 2:45 p.m.

Next Meeting:           August 2, 2010  
                                  9:00 AM  
                                  EPSB Board Room  
                                  Frankfort, Kentucky

**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Information/Discussion Item A**

**Information Item:**

Amendment to EPSB's Professional Conduct Procedure, Notice of Intent

**Applicable Statutes and Regulation:**

KRS 161.028

**Applicable Goal:**

All goals.

**Background:**

At the May 19, 2010, Board meeting, the Education Professional Standards Board reviewed the Professional Conduct Procedure in response to questions board members had at prior meetings regarding when to abstain or recuse from voting. The Professional Conduct Procedure, first adopted in May of 2001 and then amended in August of 2002, outlines when a board member or an appointed board member should abstain from voting and details when it is appropriate for a member to recuse himself or herself. While reviewing the policy, the chairperson and staff discovered that the current policy would not allow a member who recuses from voting to be counted as present for quorum purposes. The chairperson asked staff to review whether this was consistent with *Robert's Rules of Order*. Chapter XI §40 of the 10<sup>th</sup> addition of *Robert's Rules of Order* states that "quorum refers to the number of such members *present*, not to the number actually voting on a particular question."

Therefore, in order to align the Board's policies with *Robert's Rules of Order* and to prevent loss of quorum if a member chooses to recuse from voting on a particular issue, the attached amendment to the policy is presented for initial review by the EPSB. The attached draft also includes changes to the principles of conduct so that the principles will now be mandatory for board and committee members.

**Contact Person:**

Ms. Alicia A. Sneed, Director  
Division of Legal Services  
(502) 564-4606  
E-mail: alicia.sneed@ky.gov

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**Executive Director**

**Date:**

August 2, 2010

Agenda Book

**Education Professional Standards Board**

PROFESSIONAL CONDUCT

PROCEDURE

**Approved May 14, 2001  
AMENDED AUGUST 26, 2002**

Pursuant to KRS 161.028, the Education Professional Standards Board (hereinafter “the Board”) has the authority and responsibility to oversee, evaluate, and review education curricula and various programs involving educators. In addition, the Board is empowered to establish standards and requirements for obtaining and maintaining teaching certificates, including the imposition of disciplinary action. Accordingly, the following principles of conduct shall govern the behavior and decisions of board members and ~~[are suggested both for board members and for those]~~ persons serving on committees of the Board:

- Board/committee members shall ~~[should]~~ be independent and impartial in rendering decisions.
- Board/committee decisions and policies shall ~~[should]~~ be made in open meetings, subject to those exceptions listed in KRS 61.810.
- Board/committee members shall ~~[should]~~ not use their position to obtain private benefits.
- Board/committee actions shall ~~[should]~~ promote public confidence in the integrity of the Board.
- *Board/committee members shall [should] not knowingly engage or be involved in any activity that has the potential to become or to be perceived as a conflict of interest with their position on the Board/committee. If such a conflict should arise, Board/committee members shall [should] recuse themselves from any deliberations related to said activity.*
- *Board/committee members shall [should] voluntarily recuse themselves from any decision in which they cannot render [afford a] fair and impartial decision [consideration].*

**Procedural Matters**

Terminology: ***Abstention***—the act of refraining from voting. The right of abstention may be exercised at any time. At the time of the actual vote, the member announces that he or she “abstains.” ~~[Abstentions do not affect the existence of a quorum or have any effect on the calculation of votes. In other words, the determination of a “majority” is more than half the number of members actually voting.]~~

***Recusal***—the act of removing oneself from participation to avoid a conflict of interest, either by not engaging in the discussion or by physically leaving the room. At the time of the actual vote, the member announces that he or she “recuses.” ~~[A recused member cannot be considered a present voting member and therefore is not included in establishing a quorum or determining the majority]~~

Grounds for recusal:

**Having *ex parte* communications that would prejudice the proceedings.**

*Ex parte* communication is an off-the-record communication between a decision-maker and an interested party (or one speaking on behalf of an interested party), outside the presence of the other parties to the decision, while the decision is pending. It does not include communications about routine procedural matters that do not touch on the merits of a pending case.

**Having a pecuniary interest in the outcome of a decision.** The pecuniary interest at stake must be a direct, non-speculative interest. A past pecuniary connection with the party or the mere possibility of future pecuniary gain does not qualify. Mere general interest or participation in the field under consideration or at issue in the decision is not sufficient to require recusal.

**Having a personal bias toward any party in a decision that would cause a prejudgment on the outcome of the decision.** Bias is not established merely by the existence of a prior relationship. There must be facts showing involvement in matters related to the case at hand. Strong convictions or a set point of view on questions of law, policy, or general facts are not a basis for a claim of bias requiring recusal.

**Having a relationship that is, or could “create a perception” of, a conflict of interest.** For example, as a general rule, if the issue under consideration involves a person, agency, or institution within a board member’s sphere of influence, he or she should refrain from the discussion and recuse from the vote.

**BOTTOM LINE:** In determining whether to merely refrain from discussion or to physically leave the room, Board members should apply these standards: 1) If the matter pertains to the particular district or institution that the member is affiliated with, or a program that is overseen by his or her employer, the member should physically leave the room. 2) If a Board member’s presence in the room will affect the nature or course of the discussion, he or she should leave the room. These same standards would apply to Board members with intimate knowledge of a disciplinary case.

Procedures for recusal:

**Voluntary withdrawal.** Board members may voluntarily recuse themselves and withdraw at any time.

**Withdrawal on motion.** A party may move to disqualify a Board member from a decision. Upon the filing in good faith of a timely and sufficient affidavit of personal bias or other disqualification of a board member, the Board shall determine the matter as a part of the record and decision in the case.

Recusals shall be noted in the minutes of the Board meeting.

**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Information/Discussion Item B**

**Information Item:**

16 KAR 6:020. Written examination prerequisites for occupation-based career and technical education teachers, Notice of Intent

**Applicable Statutes:**

KRS 161.020, 161.028, and 161.030

**Applicable Goal:**

Goal 2: Every professional position in a Kentucky public school is staffed by a properly credentialed educator.

**Background:**

In early fall 2008, EPSB staff convened the Certification Task Force composed of university certification officers, district personnel directors, and other stakeholder groups to study current certification regulations and recommend to the EPSB possible changes to be enacted in this area. These recommendations, which were approved by the EPSB in its May 2009 meeting, included convening a work group from the Kentucky Department of Education and the Cabinet for Workforce Investment to discuss the unique needs of the occupation-based areas. This group met during the 2009-10 school year, and this recommended change in regulation is one of the recommendations from the work group.

Changes to this regulation reflect deletions in some areas for the primary assessments used in occupation-based certification, the National Occupational Competency Testing Institute (NOCTI) tests. Due to the low incidence of these K-12 certifications nationwide, NOCTI is ending production on some tests. As has been the practice in the past, the work group is suggesting alternative licensures or other requirements in each certification area possible where no NOCTI exists. Leadership at KDE and Workforce Investment will continue to work with higher education institutions to develop alternative means to determine occupational competence where a NOCTI does not exist or where industry certifications have been determined to be more meaningful and up-to-date. The regulation also modifies some certificate names and prerequisites which reflect changes in the industry and the needs of CTE schools.

The proposed regulation is being presented for the Board's consideration at this time, and it will be placed on the September agenda for possible final action.

**Contact Person:**

Mr. Michael C. Carr, Director  
Division of Certification  
(502) 564-4606  
E-mail: mike.carr@ky.gov

Mr. Robert L. Brown, Director  
Division of Professional Learning and Assessment  
(502) 564-4606  
E-mail: robertl.brown@ky.gov

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**Executive Director**

**Date:**

August 2, 2010

1        **16 KAR 6:020. Written examination prerequisites for occupation-based career and**  
2 **technical education teachers.**

3        RELATES TO: KRS 161.028, 161.030

4        STATUTORY AUTHORITY: KRS 161.028, 161.030

5        NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.030(3)(a) requires that all new  
6 teachers, including out-of-state teachers with less than two (2) years' experience, successfully  
7 complete appropriate written tests prior to initial certification in Kentucky and serve a one (1)  
8 year internship. This administrative regulation establishes the tests and passing scores for  
9 occupation-based career and technical education teachers certified under 16 KAR 2:220.

10        Section 1. (1) All new information technology, industrial education, health science, human  
11 service [~~services occupation~~], and public service teacher applicants, and other applicants for  
12 occupation-based career and technical education teacher certificates both with and without a  
13 teacher preparation degree, and out-of-state applicants for occupation-based career and technical  
14 education certification with less than two (2) years of teaching experience shall successfully  
15 complete the appropriate written tests prior to initial Kentucky certification.

16        (2) Each applicant without an educator preparation degree shall successfully complete either  
17 the Pre-Professional Skills Test (PPST) or the COMPASS Test for communication skills and  
18 general knowledge.

19        (3) All applicants shall demonstrate subject matter competency via passage of the specialty  
20 test in the occupational area for which certification is to be granted or completion of the  
21 appropriate state or national industry licensure, certification, or registration as established in this  
22 administrative regulation.

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1 (4) The certificates, examinations, or [and examination] prerequisites shall be divided into  
2 the following three (3) [four (4)] categories:

3 (a) Industrial education and information technology:

4 1. National Occupational Competency Testing Institute's (NOCTI) Teacher Occupational  
5 Competency Test (TOCT) if one (1) corresponding to the teaching specialty is available;

6 2. Kentucky Department of Education or Kentucky Department of Workforce Investment  
7 developed or identified assessment corresponding to the teaching specialty;

8 3. Appropriate state or national industry licensure, certification, or registration; or

9 4. Minimum postsecondary educational attainment in a related area of study;

10 (b) Health science and human service: [services occupations.]

11 1. The appropriate state or national industry licensure, certification, or registration; or

12 2. Minimum postsecondary educational attainment in a related area of study.

13 (c) Public-service. The appropriate state or national industry licensure, certification, or  
14 registration. [; or

15 —(d) Information technology. The appropriate national industry recognized information  
16 technology certification.]

17 Section 2. The Education Professional Standards Board shall require the specialty tests and  
18 passing scores or other examination prerequisites identified in this section for each new teacher  
19 applicant and each teacher seeking an additional certificate.

20 (1) Preprofessional Skills Test:

21 (a) Reading - 167;

22 (b) Mathematics - 166; and

23 (c) Writing - 167;

## Agenda Book

- 1 (2) In lieu of the Preprofessional Skills Tests identified in subsection (1) of this section, a  
2 new teacher applicant may meet the testing requirement by obtaining the following COMPASS  
3 Test scores:
- 4 (a) Reading - 78;
  - 5 (b) 1. Prealgebra - 48; or  
6 2. Algebra – any reported score; and
  - 7 (c) Writing - 68.
- 8 (3) Specialty area tests or other examination prerequisites for industrial education certification:
- 9 (a) Auto body technology and collision repair and refinish:  
10 1. NOCTI Collision Repair/Refinishing Technology Test - 61; or  
11 2. Automotive Service Excellence (ASE) certification;  
12 (b) Automotive technology:  
13 1. NOCTI Automotive Technology Test - 63; or  
14 2. Automotive Service Excellence (ASE) certification;
  - 15 (c) Aviation flight technician. Federal Aviation Administration certified commercial license  
16 with instructor endorsement;
  - 17 (d) Aviation maintenance technician. Federal Aviation Administration certified airframe and  
18 power plant;
  - 19 (e) Building and apartment maintenance. NOCTI Building Trades Maintenance - 52;
  - 20 (f) Construction Carpentry. NOCTI Carpentry - 58;
  - 21 (g) Computer Aided Drafting and Drafting technology. NOCTI Technical Drafting - 62;  
22 (h) Diesel technology:  
23 1. NOCTI Diesel Mechanics - 62; or  
24 2. Automotive Service Excellence (ASE) certification;

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- 1 (i) Digital media. No test identified;
- 2 (j) Electrical technology. NOCTI Electrical Technology Construction - 45;
- 3 (k) Engineering technology. Bachelor's degree in engineering or engineering technology;
- 4 (l) Environmental technology. No test identified;
- 5 (m) HVAC and Air conditioning technology. No test identified;
- 6 (n) Heavy equipment. Commonwealth of Kentucky license for equipment taught;
- 7 (o) Industrial chemical technology. Bachelor's degree in chemistry or related sciences;
- 8 (p) Industrial electronics technology. No test identified;
- 9 (q) Industrial maintenance technology. NOCTI Industrial Maintenance Mechanic - 44;
- 10 (r) Interior finishing and design. No test identified;
- 11 (s) Machine tool technology. NOCTI Precision Machining - 50;
- 12 (t) Major appliance technology. No test identified;
- 13 (u) Manufacturing. NOCTI Industrial Maintenance Mechanic - 44;
- 14 (v) Marine technology. No test identified;
- 15 (w) Masonry – No test identified;
- 16 (x) Metal fabrication. No test identified;
- 17 (y) Multimedia technology:
- 18 1. Macromedia Certified Professional; or
- 19 2. Adobe Certified Expert;
- 20 (z) Plastics technology. No test identified;
- 21 (aa) Plumbing technology. NOCTI Plumbing - 55;
- 22 (bb) Printing technology. No test identified;
- 23 (cc) Small engine and motorcycle repair technology;

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- 1 1. NOCTI Small engine technology- 71; or  
2 2. Equipment and Engine Training Council (EETC) Outdoor Power Equipment Certification;  
3 (dd) Visual communication art.  
4 1. NOCTI Advertising and Design – 69; or  
5 2. Adobe-certified expert in Photoshop or Illustrator;  
6 (ee) Welding:  
7 1. NOCTI Welding - 53; or  
8 2. American Welding Society (AWS) Certified Welder; or  
9 (ff) Wood manufacturing technology. No test identified;  
10 (4) Specialty area tests or other examination prerequisites for health science and human  
11 service:  
12 (a) Allied health sciences. Active licensure, certification, or registration by a state or  
13 nationally-recognized accrediting agency as a professional health care practitioner following  
14 completion of a minimum of an associate degree or technical diploma preparation program;  
15 (b) Barbering. A license for teacher of barbering issued by the Kentucky Board of  
16 Barbering;  
17 (c) Biomedical sciences. Baccalaureate or higher degree in biomedical or health science  
18 area.  
19 (d) Culinary arts. In the field of culinary arts, an individual shall provide proof of one (1)  
20 of the following prerequisites:  
21 1. NOCTI Commercial Foods - 55; or  
22 2. American Culinary Federation Professional Certification.

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1 (e) Cosmetology. A license for instructor of cosmetology issued by the Kentucky Board of  
2 Hairdressers and Cosmetologists;

3 (f) Health science. An active Registered Nurse License in Kentucky and meet applicable  
4 accrediting body state and federal requirements;

5 (g) Practical nursing. An active Registered Nurse License in Kentucky and baccalaureate or  
6 higher degree in nursing.

7 (5) Specialty area tests or other examination prerequisites for public service:

8 (a) EMS training. First Responder Instructor Certification and EMT Instructor Certification  
9 by the Kentucky Board of Emergency Medical Services;

10 (b) Fire and rescue training. State Fire Commission Instructor Certification;

11 (c) Law Enforcement. Certification as a police officer or police instructor from the Kentucky  
12 Law Enforcement Council; or

13 (6) Specialty area tests for information technology:

14 (a) Computing Technology Industry Association (CompTIA):

15 1. A+ Certification;

16 2. Security+ Certification;or

17 3. Network+ Certification;

18 (b) Cisco Certified Network Associate (CCNA);

19 (c) Microsoft Certified Professional (MCP);

20 (d) Novell Certified Administrator (CAN); or

21 (e) NOCTI Computer Technology Test - 63.

22 ~~{(3) Specialty area tests or other examination prerequisites for occupation-based certification:~~

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- 1 ~~—(a) Air conditioning technology. NOCTI Heating, Ventilation and Air Conditioning (#144)–~~  
2 ~~63;~~
- 3 ~~—(b) Aviation flight technician. Federal Aviation Administration certified commercial license~~  
4 ~~with instructor endorsement;~~
- 5 ~~—(c) Aviation maintenance technician. Federal Aviation Administration certified airframe and~~  
6 ~~power plant;~~
- 7 ~~—(d) Major appliance technology. NOCTI Appliance Repair (#277)–64;~~
- 8 ~~—(e) Auto body technology:~~
- 9 ~~—1. NOCTI Collision Repair/Refinishing Technology Test (#138)–61; or~~  
10 ~~—2. Automotive Service Excellence (ASE) certification;~~
- 11 ~~—(f) Automotive technology:~~
- 12 ~~—1. NOCTI Automotive Technician Test (#303)–63; or~~  
13 ~~—2. Automotive Service Excellence (ASE) certification;~~
- 14 ~~—(g) Building and apartment maintenance. NOCTI Building Trades Maintenance (#125)–52;~~
- 15 ~~—(h) Wood manufacturing technology. NOCTI Cabinetmaking and Millwork (#124)–49;~~
- 16 ~~—(i) Carpentry. NOCTI Carpentry (#207)–58;~~
- 17 ~~—(j) Visual communication art. NOCTI Advertising and Design (#136)–69;~~
- 18 ~~—(k) Diesel technology:~~
- 19 ~~—1. NOCTI Diesel Mechanics (#152)–62; or~~  
20 ~~—2. Automotive Service Excellence (ASE) certification;~~
- 21 ~~—(l) Computer aided drafting. NOCTI Technical Drafting and Design (#039)–62;~~
- 22 ~~—(m) Electrical technology. NOCTI Electrical Construction (#261)–45;~~
- 23 ~~—(n) Electronics technology. NOCTI Electronics Technology (#253)–44;~~

## Agenda Book

- 1 —(o) ~~Graphic technology. NOCTI Graphic Imaging Technology (#137) 62;~~
- 2 —(p) ~~Heavy equipment operation. Commonwealth of Kentucky license for equipment taught;~~
- 3 —(q) ~~Industrial maintenance technology. NOCTI Industrial Technology (#076) 44;~~
- 4 —(r) ~~Interior finishing and design. NOCTI Painting and Decorating (#135) 44;~~
- 5 —(s) ~~Machine tool technology. NOCTI Precision Machining (#220) 50;~~
- 6 —(t) ~~Masonry NOCTI Masonry (#209) 64;~~
- 7 —(u) ~~Multimedia:~~
- 8 —1. ~~NOCTI Graphic Imaging Technology (#137) 62;~~
- 9 —2. ~~Macromedia Certified Professional; or~~
- 10 —3. ~~Adobe Certified Expert;~~
- 11 —(v) ~~Plumbing technology. NOCTI Plumbing (#110) 55;~~
- 12 —(w) ~~Radio and television production. NOCTI Audiovisual Communication Technology~~
- 13 ~~(#249) 52;~~
- 14 —(x) ~~Metal fabrication. NOCTI Sheet Metal (#211) 60;~~
- 15 —(y) ~~Small engine repair technology:~~
- 16 —1. ~~NOCTI Air cooled Gas Engine Repair (#256) 71; or~~
- 17 —2. ~~Equipment and Engine Training Council (EETC) Outdoor Power Equipment Certification;~~
- 18 —(z) ~~Welding:~~
- 19 —1. ~~NOCTI Welding (#121) 53; or~~
- 20 —2. ~~American Welding Society (AWS) Certified Welder;~~
- 21 —(aa) ~~Industrial chemical technology. Bachelor's degree in chemistry or related sciences;~~
- 22 —(bb) ~~Construction. NOCTI Carpentry (#207) 58;~~
- 23 —(cc) ~~Engineering technology. Bachelor's degree in engineering;~~

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- 1    ~~—(dd) Environmental technology. No test identified;~~
- 2    ~~—(ee) Heavy highway construction. No test identified;~~
- 3    ~~—(ff) Manufacturing:~~
- 4    ~~—1. NOCTI Industrial technology (#076)– 44; or~~
- 5    ~~—2. NOCTI Precision Machining (#220)– 50;~~
- 6    ~~—(gg) Marine technology. NOCTI Marine Mechanics (#131)– 78; or~~
- 7    ~~—(hh) Plastics technology. No test identified;~~
- 8    ~~—(4) Specialty area tests or other examination prerequisites for health science and human~~
- 9    ~~services occupations:~~
- 10   ~~—(a) Barbering. A license for teacher of barbering issued by the Kentucky Board of Barbering;~~
- 11   ~~—(b) Cosmetology. A license for instructor of cosmetology issued by the Kentucky Board of~~
- 12   ~~Hairdressers and Cosmetologists;~~
- 13   ~~—(c) Health science. Registered Nurse License in Kentucky and meet applicable accrediting~~
- 14   ~~body state and federal requirements;~~
- 15   ~~—(d) Allied health sciences. Active licensure, certification, or registration by a state or~~
- 16   ~~nationally recognized accrediting agency as a professional health care practitioner following~~
- 17   ~~completion of a minimum of an associate degree or technical diploma preparation program;~~
- 18   ~~—(e) Practical nursing. Practical Nurse License in Kentucky and meet applicable accrediting~~
- 19   ~~body state and federal requirements.~~
- 20   ~~—(f) Culinary arts. In the field of culinary arts, an individual shall provide proof of one (1) of~~
- 21   ~~the following prerequisites:~~
- 22   ~~—1. NOCTI Quantity Foods (#225)– 55;~~
- 23   ~~—2. NOCTI Quantity Food Preparation (#117)– 39; or~~

## Agenda Book

- 1 —~~3. American Culinary Federation Professional Certification.~~
- 2 —~~(5) Specialty area tests or other examination prerequisites for public service:~~
- 3 —~~(a) Law Enforcement. Certification as a police officer or police instructor from the Kentucky~~
- 4 ~~Law Enforcement Council;~~
- 5 —~~(b) Fire and rescue training. State Fire Commission Instructor Certification;~~
- 6 —~~(c) EMS training. First Responder Instructor Certification and EMT Instructor Certification~~
- 7 ~~by the Kentucky Board of Emergency Medical Services; or~~
- 8 —~~(6) Specialty area tests for information technology:~~
- 9 —~~(a) Computing Technology Industry Association (CompTIA):~~
- 10 —~~1. A+ Certification;~~
- 11 —~~2. I Net+ Certification;~~
- 12 —~~3. Server+ Certification; or~~
- 13 —~~4. Network+ Certification;~~
- 14 —~~(b) Cisco Certified Network Associate (CCNA);~~
- 15 —~~(c) Microsoft Certified Professional (MCP);~~
- 16 —~~(d) Novell Certified Administrator (CAN); or~~
- 17 —~~(e) NOCTI Computer Technology Test (#226) —63.]~~

18 Section 3. Teacher applicants in any occupation-based career and technical education

19 programs for which no appropriate specialty test is yet available shall not be required to take a

20 specialty test, except for research and validation purposes. After a new program has been piloted

21 and fully implemented, a test shall be developed or identified and a new teacher applicant shall

22 be required to pass a designated specialty test.

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1 Section 4. (1) Applicants for initial certification may take the written tests on any of the dates  
2 established by the Kentucky Department of Workforce Investment, with the tests to be  
3 administered on a regular basis.

4 (2) Public announcement of testing dates and locations shall be issued sufficiently in advance  
5 of testing dates to permit advance registration as required by the Kentucky Department of  
6 Workforce Investment.

7 (3) An applicant shall seek information regarding the dates and location of the tests and make  
8 application to the Kentucky Department of Workforce Investment for the appropriate tests prior  
9 to the deadlines established and sufficiently in advance of anticipated employment.

10 (4) Applicants shall authorize test results to be forwarded to the Education Professional  
11 Standards Board.

12 Section 5. Applicants shall pay an examination fee directly to the testing agency for the  
13 required tests. The testing agency shall publish the examination fee with the publication of  
14 testing dates.

15 Section 6. An applicant who fails to achieve at least the minimum score on any of the  
16 appropriate examinations may retake the test or tests during one (1) of the scheduled test  
17 administrations. All retakes shall meet the regularly scheduled testing dates. Initial certification  
18 shall not be granted until acceptable scores are achieved in each of the required areas.

19 Section 7. Assessment Recency. (1) An applicant for initial or additional Kentucky teacher  
20 certification shall comply with the assessment recency requirements established in this section.

21 (2) A test established in this administrative regulation shall be valid for five (5) years from  
22 the test administration date.

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1 (3) A passing score on a test established in this administrative regulation and completed on or  
2 after January 1, 2002 shall be valid for five (5) years from the test administration date.

3 (4)(a) A teacher shall complete application for certification to the Education Professional  
4 Standards Board within the five (5) year validity period of the test and the passing score.

5 (b) A teacher who fails to complete application for certification to the Education Professional  
6 Standard Board within the five (5) year validity period of the test and the passing score shall  
7 retake the appropriate test or tests and achieve the appropriate passing score or scores required  
8 for certification at the time of application.

9 (5) The test administration date shall be established by the National Occupational  
10 Competency Testing Institute or other authorized test administrator.

11 Section 8. The Education Professional Standards Board in conjunction with the Department  
12 of Workforce Investment shall collect data and conduct analyses of the impact of these tests as to  
13 permit a review of these administrative regulations on a regular basis.

**DRAFT**

**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Information/Discussion Item C**

**Information Item:**

16 KAR 2:150. Probationary certificate for teachers of technology education. Notice of Intent

**Applicable Statutes:**

KRS 161.020, 161.028, and 161.030

**Applicable Goal:**

Goal 2: Every professional position in a Kentucky public school is staffed by a properly credentialed educator.

**Background:**

In early fall 2008, EPSB staff convened the Certification Task Force composed of university certification officers, district personnel directors, and other stakeholder groups to study current certification regulations and recommend to the EPSB possible changes to be enacted in this area. These recommendations, which were approved by the EPSB in its May 2009 meeting, included convening a work group from the Kentucky Department of Education and the Cabinet for Workforce Investment to discuss the unique needs of the occupation-based areas. This group met during the 2009-10 school year, and this recommended change in regulation is one of the recommendations from the work group.

Changes to this regulation would reflect the change in the name of the technology education certificate (now Engineering and Technology) as adopted by the EPSB in 16 KAR 2:010 during the October 2009 meeting. The change would also incorporate by reference a new application form for this type of certificate, Form TC-ET.

The proposed regulation and revised TC-ET application form are being presented for the Board's consideration at this time, and the item will be placed on the September agenda for possible final action.

**Contact Person:**

Mr. Michael C. Carr, Director  
Division of Certification  
(502) 564-4606  
E-mail: mike.carr@ky.gov

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**Executive Director**

**Date:**

August 2, 2010

Agenda Book

1        **16 KAR 2:150. Probationary certificate for teachers of engineering and technology**  
2 **[education].**

3        RELATES TO: KRS 161.020, 161.028(1)(a), (c), 161.030

4        STATUTORY AUTHORITY: KRS 161.028(1)(a), (c), 161.030

5        NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.020 and 161.030 require that a  
6 teacher and other professional school personnel hold a certificate of legal qualification for their  
7 respective position to be issued upon completion of a program of preparation prescribed by the  
8 Education Professional Standards Board. Pursuant to KRS 161.028, a teacher education  
9 institution is required to be approved for offering the preparation program corresponding to a  
10 particular certificate on the basis of standards and procedures established by the Education  
11 Professional Standards Board. This administrative regulation establishes a plan for recruiting  
12 certified classroom teachers into positions for teachers of engineering and technology  
13 [education].

14        Section 1. Definition. "Qualified teacher" means a teacher who holds certification as an  
15 engineering and [a] technology [education] teacher unless the superintendent of the employing  
16 school district has documented evidence that the teacher is unsuitable for appointment.

17        Section 2. Requirements for a Probationary Certificate for Teachers of Engineering and  
18 Technology [Education]. (1) If a qualified teacher is not available for the position of engineering  
19 and technology [education] teacher as attested to by the local superintendent, the superintendent  
20 may request by filing a Form TC-ET with the Education Professional Standards Board that a one  
21 (1) year probationary certificate be issued [for a specific technology education offering] as  
22 approved by the Division of Career and Technical Education to a teacher who:

23        (a) Holds one (1) of the following:

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1 1. A valid classroom teaching certificate for teaching in the middle school or secondary  
2 school; or

3 2. A bachelor's degree in a related area of concentration or major approved by a Division of  
4 Career and Technical Education engineering and technology consultant and a designated  
5 university teacher educator;

6 (b)1. Has a cumulative grade point average of 2.5 on a 4.0 scale; or

7 2. Has a grade point average of 3.0 on a 4.0 scale on the last sixty (60) hours of credit  
8 completed, including undergraduate and graduate coursework;

9 (c) Meets the minimum standards for admission to a teacher education preparation program  
10 at an approved institution of higher education;

11 (d) Develops a continuous plan for curriculum completion with an approved institution for  
12 engineering and technology [education]; and

13 (e) Documents 1000 clock hours or six (6) months of full-time employment of work related  
14 experience or other exceptional life experience related to teaching engineering and technology  
15 [education].

16 (2) Upon completion of all requirements established in subsection (1) of this section, the  
17 candidate shall be issued a probationary certificate for teachers of engineering and technology  
18 [education], valid for one (1) year. [~~The Division of Career and Technical Education, in  
19 cooperation with a technology education teacher educator, shall grant approval for each course to  
20 be taught by a probationary teacher.~~]

21 Section 3. Requirements for Renewal of a Probationary Certificate for Teachers of  
22 Engineering and Technology [Education]. (1) The first renewal of the probationary certificate for  
23 teachers of engineering and technology [education] shall be for one (1) year, based upon the  
24 successful completion of the following requirements:

Agenda Book

1 (a) Evidence of employment by a participating district;

2 (b) Completion of eighteen (18) clock hours of orientation and management training  
3 provided through the engineering and technology [education] new teacher institute, within the  
4 first six (6) weeks of employment;

5 (c) Completion of at least six (6) semester hours from the continuous curriculum plan; and

6 (d) Successful completion of the internship program required by KRS 161.030 and 16 KAR  
7 7:010.

8 (2) The probationary certificate may be renewed a maximum of two (2) times and shall  
9 require at the time of application proof of the completion of at least six (6) hours of additional  
10 credit from the preapproved continuous curriculum plan.

11 (3) Upon successful completion of all requirements for an approved teacher preparation  
12 program, including successful completion of all required assessments identified in 16 KAR  
13 6:010, a professional certificate for engineering and [industrial] technology shall be issued valid  
14 for five (5) years.

15 ~~Section 4. [Approval of Additional Technology Offerings. A teacher with a probationary  
16 certificate may be approved to teach additional technology education offerings upon  
17 recommendation by the Division of Career and Technical Education and the technology  
18 education teacher educator.~~

19 ~~—Section 5.]~~ Upon recommendation by the teacher education institution, teaching experience  
20 performed in a full-time position requiring certification for engineering and technology  
21 [education] teachers shall be substituted for the student teaching requirement.

22 Section 5. Incorporations by Reference. Form TC-ET, 09/2010, is incorporated by  
23 reference.



**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Information/Discussion Item D**

**Information Item:**

A report on the fiscal year 2010 financial performance of the agency's programs and operations will be presented by the Deputy Executive Director.

**Applicable Statutes and Regulation:**

KRS 161.017 (1) (c)

**Applicable Goal:**

Goal 5: The EPSB shall be managed for both effectiveness and efficiency, fully complying with all statutes, regulations, and established federal, state, and agency policies.

**Background:**

To fulfill the EPSB Goal #5.4, requiring a semiannual budget report, the deputy executive director will provide a budget report to the Board on the financial records for fiscal year 2010, period ending June 30, 2010. The report is under separate cover.

**Groups/Persons Consulted:**

None – All information was produced from information maintained in the eMARS financial system.

**Contact Person:**

Mr. Gary W. Freeland  
Deputy Executive Director  
(502) 564-4606  
E-mail: garyw.freeland@ky.gov

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**Executive Director**

**Date:**

August 2, 2010



**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Information/Discussion Item E**

**Information Item:**

To inform the EPSB about contracts and amendments which were signed by the executive director since the prior EPSB meeting.

**Applicable Statutes and Regulation:**

KRS 161.028 (1) (v) (d)

KRS 161.017 (3)

**Applicable Goal:**

Goal 5: The EPSB shall be managed for both effectiveness and efficiency, fully complying with all statutes, regulations, and established federal, state, and agency policies.

**Background:**

KRS 161.028 (1) (v) authorizes the EPSB to enter into contracts and KRS 161.017 (3) stipulates that with board approval the executive director may enter into agreements "...to enlist assistance to implement the duties and responsibilities of the board." The EPSB approved procedures for seeking approval and authorization for entering contractual agreements at the October 23, 2006 EPSB meeting.

The following contract was completed and signed by the Executive Director after approval was given by the Board at the May 17, 2009 board meeting to issue an RFP.

- The EPSB issued a personal service contract (PSC) for the services of Linda Nickel for \$37,475.47. Linda will facilitate a data and technology advisory group, representative of all Kentucky teacher preparation programs. She will coordinate the activities of various EPSB and institutional P-20 data collaborative work groups, and will collaborate with EPSB staff and contractors on the successful development and implementation of the P-20 data collaborative initiative. This PSC contract is effective July 1, 2010 through June 30, 2011 and is completely federally-funded.

**Groups/Persons Consulted:**

N/A

**Contact Person:**

Mr. Gary W. Freeland  
Deputy Executive Director  
(502) 564-4606  
E-mail: garyw.freeland@ky.gov

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**Executive Director**

**Date:**

August 2, 2010



**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Action Item A**

**Action Item:**

Request approval to authorize the executive director to enter into contracts to conduct normal business operations

**Applicable Statutes and Regulation:**

KRS 161.028 (1) (v) (d)

KRS 161.017 (3)

**Applicable Goal:**

Goal 5: The EPSB shall be managed for both effectiveness and efficiency, fully complying with all statues, regulations, and established federal, state, and agency policies.

**Issue:**

Should the Education Professional Standards Board (EPSB) authorize the executive director to enter into the specified contracts to conduct normal business operations?

**Background:**

KRS 161.028 (1) (v) authorizes the EPSB to enter into contracts and KRS 161.017 (3) stipulates that with board approval the executive director may enter into agreements "...to enlist assistance to implement the duties and responsibilities of the board." The EPSB approved procedures for seeking approval and authorization for entering financial agreements at the October 23, 2006 EPSB meeting.

Approval is requested to enter into an agreement with ACT, Inc. for the purpose of acquiring data on teachers' ACT scores. Biennially, EPSB will provide a list of teachers for which ACT will provide the requested data. This agreement is a confidentiality and non-disclosure agreement that allows for the charge of \$500 to EPSB for each year searched in order to provide the information. Emergency approval by the EPSB chairperson and vice chairperson was given for expediting the completion of this agreement.

- Approximate cost of the contract: \$500 for each year searched
- Impact on budget: No impact - EPSB has budgeted for this expenditure.
- Type of entity providing service: Independent non-profit organization
- Bidding process: Sole source
- Singular vs. continuing service: Continuing for up to 3 years

**Alternative Actions:**

1. Validate the emergency approval of this agreement and authorize the executive director to continue the acquisition of data.
2. Do not approve the completion of this agreement and instruct staff to cease activity related to this acquisition.
3. Request further review of agreement before completion.

**Staff Recommendation:**

Alternative 1

**Rationale:**

These services are important to meet the objectives of the P-20 Data Collaborative initiative.

**Contact Person:**

Mr. Gary W. Freeland  
Deputy Executive Director  
(502) 564-4606  
E-mail: garyw.freeland@ky.gov

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**Executive Director**

**Date:**

August 2, 2010

**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Action Item B**

**Action Item:**

Kentucky Teacher Internship Program (KTIP) Appeals

**Applicable Statutes and Regulation:**

KRS 161.030  
16 KAR 7:010, Section 9

**Applicable Goal:**

Goal 4: Every credentialed educator participates in a high quality induction into the profession and approved educational advancement programs that support effectiveness in helping all students achieve.

**Issue:**

Should the Education Professional Standards Board approve the recommendations of the Kentucky Teacher Internship Program (KTIP) Appeals Committee?

**Background:**

Pursuant to Section 9 of 16 KAR 7:010 a teacher intern may appeal the decision of the Beginning Teacher Committee. Appeals by teacher interns must be reviewed by a committee of four persons. The Appeals Committee includes one teacher, one principal, one teacher educator, and the Executive Director of the Education Professional Standards Board or his or her designee. The Appeals Committee reviews the written appeal by the teacher intern, all beginning teacher committee reports, any additional documentation that accompanied the final report, any written responses from the members of the beginning teacher committee, and all other relevant information as requested by the Appeals Committee.

The Appeals Committee may recommend that the EPSB *uphold* the Beginning Teaching Committee's decision of unsuccessful, *not uphold* the Beginning Teaching Committee's decision of unsuccessful, or *nullify* the internship because of procedural errors so that the intern may have two additional opportunities to successfully complete the internship. The Appeals Committee met July 21 - 22 to review the appeals of five (5) interns. The recommendations made by the Appeals Committee for the interns will be sent under separate cover. The entire files for each intern will be available for review at the August Board meeting.

**Alternative Actions:**

1. Approve the Appeals Committee recommendations.
2. Do not approve the Appeals Committee recommendations.

**Staff Recommendation:**

Alternative Action 1

**Rationale:**

The EPSB issues a final decision in each appeal reviewed by the Appeals Committee and may consider the Appeals Committee recommendations and the records reviewed. The Appeals Committee followed proper review procedures under the guidance of an EPSB Attorney, and the staff believes its recommendations are sound.

**Contact Person:**

Ms. Alicia Sneed, Director  
Division of Legal Services  
(502) 564-4604  
E-mail: alicia.sneed@ky.gov

Mr. Robert Brown, Director  
Division of Professional Learning and Assessment  
(502) 564-4606  
E-mail: robertl.brown@ky.gov

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**Executive Director**

**Date:**

August 2, 2010

**16 KAR 7:010. Kentucky Teacher Internship Program.**

RELATES TO: KRS 156.101, 161.028, 161.030, 161.048, 161.095

STATUTORY AUTHORITY: KRS 161.028(1)(a), 161.030

NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.030(5) requires that all new teachers and out-of-state teachers with less than two (2) years of successful teaching experience who are seeking initial certification in Kentucky shall serve a one (1) year internship. This administrative regulation establishes the requirements for the Kentucky Teacher Internship Program.

Section 8. Appeals. (1)(a) If a Beginning Teacher Committee finds that a teacher intern was unsuccessful, the Education Professional Standards Board shall notify the teacher intern by certified mail to the last known address of the teacher intern.

(b) To appeal the decision, the teacher intern shall file a written notice of appeal within thirty (30) calendar days of the date the written notice of finding of unsuccessful completion of the internship is received by the teacher intern. If the teacher intern fails to maintain a current address with the Education Professional Standards Board or refuses to claim the certified mail, the teacher intern shall file a written notice of appeal within thirty-five (35) days of the date the notice is mailed to the teacher intern's last known address.

(c) If a written notice of appeal is not received within the timeline established in paragraph (b) of this subsection, the Beginning Teacher Committee's decision shall be final.

(2)(a) Appeals by teacher interns shall be reviewed by a committee of four (4) persons. The appeals committee shall include:

1. One (1) teacher;
2. One (1) principal;
3. One (1) teacher educator; and
4. The Executive Director of the Educational Professional Standards Board, or his or her designee.

(b) The appeals committee members shall be chosen from a pool of committee candidates appointed annually by the Education Professional Standards Board.

(c) An appeals committee member shall not take part in a decision in which the member has an interest or is biased.

(3)(a) The appeals committee shall review the written appeal by the teacher intern, all beginning teacher committee reports, any additional documentation that accompanied the final report, and any written responses from the members of the beginning teacher committee.

(b) The appeals committee shall base its recommendation upon the following requirements:

1. Evidence of the teacher intern's ability to meet the requirements of the Kentucky Teacher Standards;
2. Appropriate documentation of the instructional setting and outside normal working hours spent by the resource teacher in assisting the teacher intern as specified in KRS 161.030(7);
3. Assignment of beginning teacher committee members in accordance with legal requirements;

4. Compliance with the requirements for the timing, content, reporting, and signing of teacher intern performance records, meeting and observation forms, and resource teacher time sheets; and

5. Agreement between teacher intern performance records, professional growth plans, beginning teacher committee meeting reports, the teacher performance assessment, and the final decision of the committee.

(4) The appeals committee shall make a recommendation to the Education Professional Standards Board on the appeal within sixty (60) days following the receipt of the appeal, unless good cause exists for additional time. The Education Professional Standards Board shall issue a final decision in each appeal reviewed by the appeals committee. The Education Professional Standards Board may consider the appeals committee recommendation and the records reviewed by the appeals committee in issuing its decision.

(5) If the decision of the beginning teacher committee is not upheld, the Education Professional Standards Board shall issue the appropriate certificate to the teacher intern.

(6) If the decision of the beginning teacher committee is upheld, the Education Professional Standards Board shall issue another Statement of Eligibility for Internship, unless:

(a) The teacher intern has exhausted the two (2) year provision for participation in the Kentucky Teacher Internship Program; or

(b) The period of validity of the statement of eligibility has expired.

(7) If, during the appeal process, it becomes evident that the beginning teacher committee has committed some procedural violation during the internship which makes it impossible to determine if the teacher intern has in fact been unsuccessful, the Education Professional Standards Board may nullify the internship and allow the teacher intern to repeat the internship without penalty.

(8) If the teacher intern is not satisfied with the decision of the board based on the recommendation of the appeals committee, the teacher intern may request a formal hearing under the provisions of KRS Chapter 13B. The request shall be filed in writing with the Executive Director of the Education Professional Standards Board within fifteen (15) calendar days of the date the board's decision is received by the teacher intern.

(9) In notifying the teacher intern of the board's decision, the Education Professional Standards Board shall send the decision of the board by certified mail to the last known address of the teacher intern. If the teacher intern fails to maintain a current address with the Education Professional Standards Board, or refuses to claim the certified mail, the request for a hearing shall be filed in writing with the Executive Director of the Education Professional Standards Board within (20) calendar days of the date the board's decision is mailed to the teacher intern by certified mail....

**EDUCATION PROFESSIONAL STANDARDS BOARD**  
**STAFF NOTE**  
**Action Item C**

**Action Item**

KRS 161.030 and 16 KAR 7:030. Kentucky Teacher Internship Program and Funding Scenario

**Applicable Statutes and Regulation**

KRS 161.017 (1) (e)  
KRS 161.030 (7)  
16 KAR 7:030

**Applicable Goal**

Goal 5: The EPSB shall be managed for both effectiveness and efficiency, fully complying with all statutes, regulations, and established federal, state, and agency policies.

**Issue**

Should the Education Professional Standards Board (EPSB) approve the allocation of FY 2011 funds for administering the Kentucky Teacher Internship program based upon the proposed funding scenario?

**Background**

During the May 2010 meeting, staff presented funding scenarios based on projected revenue for KTIP; however, the official biennial budget bill for 2011-2012 had not been finalized. The EPSB approved staff to process KTIP contracts with universities at the rate of \$263 per intern, thus allowing universities to plan for summer KTIP training. The board decided to table action on the resource teacher stipend, pending the approval of the budget bill. A final decision on the budget was made by Governor Beshear in June 2010.

In 2009-2010 the resource teacher stipend was reduced to \$1,250 per intern without any reduction in the out-of-class hours required for service. This effectively reduced the hourly rate for resource teachers' pay from \$28 per hour to \$25 per hour. A similar situation exists for 2011, where budget cuts have forced a further reduction in funding for the KTIP program.

The 2011-2012 biennial budget bill includes notwithstanding language to 161 KRS.030 (7) that requires the resource teacher to spend fifty (50) hours of out-of-class time in consultation with the intern. This language change gives EPSB the flexibility to set or reduce the number of hours required for resource teachers; therefore, we are able to maintain the hourly rate of the stipend while reducing the overall cost.

Included in the materials under separate cover is a recommended funding scenario for KTIP for 2011 and 2012. As a part of that approval, the EPSB will set the resource teachers' stipend amount and hours of out-of-class service and the maximum number of teachers that can be funded with KTIP funds in 2011 and 2012. The amount to be paid to the universities was established during the May 2010 meeting. With this proposal the resource teacher stipend would be returned to an hourly rate of \$28 per hour, but the time in consultation with the intern would be reduced to 40 hours, resulting in a resource teacher stipend of \$1,120 per intern. With this rate

the EPSB will be able to enroll a maximum of 2,493 into KTIP each year. Based on 2008 and 2009 enrollment and the continued support from the Office of Career and Technical Education, staff anticipates being able to include all interns with this funding scenario.

**Alternative Actions**

1. Approve the recommended funding scenario that sets the amount of resource teacher stipend to \$1,120 per intern based on \$28 per hour for 40 hours and the maximum number of interns to be funded at 2,493.
2. Modify the 2011-2012 KTIP funding request and approve the plan with modifications.
3. Do not approve the recommendation.

**Staff Recommendation**

Alternative 1

**Rationale**

EPSB staff is requesting approval of the allocation of KTIP funds for fiscal year 2011-12. This allocation will allow staff to communicate to universities and districts the amount of the resource teacher stipend, the required number of hours for resource teacher consulting services, the allocation of funds to university services, and the maximum number of interns to be funded. It will also allow ESPB to move forward with contracts for FY 2011.

**Contact Person:**

Mr. Gary Freeland  
Deputy Executive Director  
(502) 564-4606  
E-mail: garyw.freeland@ky.gov

Mr. Robert Brown, Director  
Division of Professional Learning and Assessment  
(502) 564 – 4606  
E-mail: robertl.brown@ky.gov

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**Executive Director**

**Date:**

August 2, 2010

**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Action Item D**

**Action Item:**

Eastern Kentucky University: School Safety Endorsement P-12 (Graduate Level)

**Applicable Statutes and Regulation:**

KRS 161.028; KRS 161.030  
16 KAR 5:010

**Applicable Goal:**

Goal 1: Every approved educator preparation program meets or exceeds all accreditation standards and prepares knowledgeable, capable teachers and administrators who demonstrate effectiveness in helping all students reach educational achievement.

**Issue:**

Should the EPSB approve the following educator preparation program addition?

**EASTERN KENTUCKY UNIVERSITY**

**8.0 ENDORSEMENTS**

School Safety P-12 (Graduate Level)

**Background:**

KRS 161.028 and KRS 161.030 provide for the EPSB to establish curricula for educator preparation programs in Kentucky and approve such programs at institutions of higher education. The Division of Educator Preparation, Content Area Program Review Committees, and the Reading Committee evaluated the program review document submitted for approval against performance-based program certification guidelines established by the EPSB. This program proposal meets all the requirements set out by the EPSB. An Executive Summary of the program is included.

**Groups/Persons Consulted:**

Content Area Review Committee  
Reading Committee

**Alternative Actions:**

1. Approve the proposed School Safety Endorsement P-12 preparation program addition.
2. Do not approve the proposed School Safety Endorsement P-12 preparation program addition.

**Recommendation:**

Alternative 1

**Rationale:**

The proposed educator preparation program follows the appropriate regulation (16 KAR 5:010) outlining the requirements for program approval as established by the EPSB.

**Contact Person:**

Dr. Marilyn K. Troupe, Director  
Division of Educator Preparation  
(502) 564-4606  
E-mail: marilyn.troupe@ky.gov

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**Executive Director**

**Date:**

August 2, 2010

## Executive Summary

### Theme and Rationale

The Department of Educational Leadership in conjunction with the College of Justice and Safety offers an endorsement program in Safety and Facilities Management in Educational Settings (P-12). The Safety Endorsement is designed to prepare certified P-12 educators and school administrators to promote and maintain a positive, safe, and healthy school culture, climate and environment. School safety continues to be an issue of paramount importance. For P-12 students to fulfill their academic potential, schools must be safe and secure places for all students, teachers, and staff members. Educational leaders need to be prepared to handle any crisis which may arise.

### Mode of Delivery

The endorsement, administered by the Educational Leadership Department of the College of Education, requires 15 hours (EAD 840, SSE 870, SSE 871, SSE 872 or COU 847, and SSE 873) taken in any order. Courses are offered in a variety of delivery formats: face-to-face, web-assisted and short term. The Safety and Facilities Management in Educational Settings Endorsement is designed to offer advanced program candidates already possessing at least one EPSB certification a variety of experiences that help enhance development of the Kentucky Teacher Standards, Educational Leadership Policy Standards (ISLLC), and Kentucky Safety Educator Standards.

### Continuous Assessment

Program candidates are required to apply for non-degree graduate status via the Eastern Kentucky University Graduate School. After admission to the graduate school, candidates *transition through Gate One*. Candidates contact the program advisor within the Educational Leadership Department of the College of Education. The candidate and advisor sign a planned program which is filed with the Department of Educational Leadership and submitted to the College of Education dean's office. Additionally, the advisor and student will complete Gate Two Fields of the candidate's School Safety TaskStream Portfolio and discuss the 30 hour independent field requirement. Candidates *transition through Gate Two*. After completion of 9 hours of the 15 hour program and completion of the Gate Three Fields of the candidate's School Safety TaskStream portfolio, a mid-program check will be conducted by the program advisor and the student discussing both strengths and areas of growth, using the Kentucky Teacher Standards, Educational Leadership Policy Standards (ISLLC), and Kentucky Safety Educator Standards. As part of the program check, each candidate will provide two disposition ratings, one completed by the advisor and one completed by a faculty member in the endorsement program. Candidates *transition through Gate Three*. Upon completion of the 15 hour program, field work and the candidate's TaskStream portfolio, a final review is conducted by advisor and student ensuring that students have successfully demonstrated their achievement of the Kentucky Safe Educators Standards and program requirements. A recommendation for endorsement is then sent to the Kentucky Professional Education Standards Board (*Transitional Gate 4*)



### **16 KAR 5:010. Standards for accreditation of educator preparation units and approval of programs.**

Section 22. Program Approval Action Outside the First or Regular Continuing Accreditation Cycle. (1) Approval of a program shall be through the program process established in Section 11 of this administrative regulation except that a new program not submitted during the regular accreditation cycle or a program substantially revised since submission during the accreditation process shall be submitted for approval by the EPSB prior to admission of a student to the program.

(2) For a new or substantially revised program, the EPSB shall consider a recommendation by staff, including review by the Continuous Assessment Review Committee, Content Program Review Committee, and the Reading Committee.

(3) A recommendation made pursuant to subsection (2) of this section shall be presented to the full EPSB.

(4) Program approval decision options shall be:

(a) Approval, with the next review scheduled during the regular accreditation cycle unless a subsequent substantial revision is made;

(b) Approval with conditions, with a maximum of one (1) year probationary extension for correction of a specified problem to be documented through written materials or through an on-site visit. At the end of the extension, the EPSB shall decide that the documentation supports:

1. Approval; or

2. Denial of approval; or

(c) Denial of approval, indicating that a serious problem exists which jeopardizes the quality of preparation of school personnel.

(5) The EPSB shall order review of a program if it has cause to believe that the quality of preparation is seriously jeopardized. The review shall be conducted under the criteria and procedures established in the EPSB "Emergency Review of Certification Programs Procedure" policy incorporated by reference. The on-site review shall be conducted by EPSB staff and a Board of Examiners team. The review shall result in a report to which the institution may respond. The review report and institutional response shall be used by the Executive Director of the EPSB as the basis for a recommendation to the full EPSB for:

(a) Approval;

(b) Approval with conditions; or

(c) Denial of approval for the program.

(6) If the EPSB denies approval of a program, the institution shall notify each student currently admitted to that program of the EPSB action. The notice shall include the following information:

(a) A student recommended for certification or advancement in rank within the twelve (12) months immediately following the denial of state approval and who applies to the EPSB within the fifteen (15) months immediately following the denial of state approval shall receive the certification or advancement in rank; and

(b) A student who does not meet the criteria established in paragraph (a) of this subsection shall transfer to a state approved program in order to receive the certificate or advancement in rank.



**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Action Item E**

**Action Item:**

Asbury University: School Social Work (Rank II and Rank I)

**Applicable Statutes and Regulation:**

KRS 161.028; KRS 161.030  
16 KAR 5:010

**Applicable Goal:**

Goal 1: Every approved educator preparation program meets or exceeds all accreditation standards and prepares knowledgeable, capable teachers and administrators who demonstrate effectiveness in helping all students reach educational achievement.

**Issue:**

Should the EPSB approve the following educator preparation program addition?

**ASBURY UNIVERSITY**

**11.0 OTHER INSTRUCTIONAL SERVICES**

School Social Work (Master's and Rank I levels)

**Background:**

KRS 161.028 and KRS 161.030 provide for the EPSB to establish curricula for educator preparation programs in Kentucky and approve such programs at institutions of higher education. The Division of Educator Preparation, Content Area Program Review Committees, and the Reading Committee evaluated the program review document submitted for approval against performance-based program certification guidelines established by the EPSB. This program proposal meets all the requirements set out by the EPSB. An Executive Summary of the program is included under separate cover.

**Groups/Persons Consulted:**

Content Area Review Committee  
Reading Committee

**Alternative Actions:**

1. Approve the proposed School Social Work preparation program addition.
2. Do not approve the proposed School Social Work preparation program addition.

**Recommendation:**

Alternative 1

**Rationale:**

The proposed educator preparation program follows the appropriate regulation (16 KAR 5:010) outlining the requirements for program approval as established by the EPSB.

**Contact Person:**

Dr. Marilyn K. Troupe, Director  
Division of Educator Preparation  
(502) 564-4606  
E-mail: marilyn.troupe@ky.gov

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**Executive Director**

**Date:**

August 2, 2010

**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Action Item F**

**Action Item:**

Spalding University's Teacher Leader Master's, Planned Fifth-Year Program and Endorsement Proposal

**Applicable Statutes and Regulation:**

KRS 161.028, 161.048  
16 KAR 5:010, Section 12

**Applicable Goal:**

Goal 1: Every approved educator preparation program meets or exceeds all accreditation standards and prepares knowledgeable, capable teachers and administrators who demonstrate effectiveness in helping all students reach educational achievement.

**Issue:**

Should the Education Professional Standards Board (EPSB) approve Spalding University's request for a Teacher Leader Master's, Planned Fifth-Year Program and Endorsement Proposal?

**Background:**

After several years in discussion and with the assistance of numerous P-16 educators across the state, the Education Professional Standards Board (EPSB) appointed committees to address how Kentucky could refashion the way institutions educate experienced teachers and school leaders. The Master's Redesign Committee was charged with developing programs for rank change so that they are not only concerned with the transmission of knowledge but also with involvement in the processes by which knowledge is attained. The new programs are envisioned as representing current best practices, focusing on how educators learn while engaging them in intellectual discourse. The redesigned master's is to develop teacher leaders through research-based practices, district partnerships and collaboration, mixed delivery methods, clinical experiences, and job-embedded professional experiences. A representative group of PreK-12 practitioners, administrators, and education leaders was appointed to serve on the Master's Review Committee.

Spalding University has designed a comprehensive proposal that addresses all of the components required by regulation and program guidelines. Candidates will have opportunities to use data to inform decisions, develop collaborative professional learning communities, and use research to improve student achievement in low performing schools. Other features of the proposal include collaborative teaching between the university and district personnel with arts and science faculty also serving as members of the Instructional Team. Candidates will have "access to aggregated school and district information and data." Spalding has adapted the Japanese process used in elementary education called *Lesson Study* (*kenkyu jugyo*). *Lesson Study* was piloted in the Jefferson County Public Schools (JCPS). The process was successful in improving teaching, and Spalding is using the process on a limited basis during "field experiences completed by candidates who have their own classroom." The key focus for *Lesson Study* is commitment to students and their learning, thinking systematically about practice, and learning from experience.

Spalding University included various pathway opportunities for candidates and mixed delivery methods that will accommodate candidates' schedules.

The university has delineated the continuous assessment plan that will be administered with district partners. Mastery Learning, Differentiated Instruction, and Understanding by Design are just some of the teaching strategies included in the proposal.

Spalding University responded to concerns and questions posed by the review committee and staff. All concerns have been addressed to the satisfaction of the Master's Review Committee. The recommendation for approval is listed below. (An Executive Summary is attached and the proposal, including rejoinder, was sent under separate cover.)

**Groups/Persons Consulted:**

Master's Review Committee

**Alternative Actions:**

1. Approve the Spalding University request for the Teacher Leader Master's, Planned Fifth-Year Program and Endorsement Proposal.
2. Modify and approve the Spalding University request for the Teacher Leader Master's, Planned Fifth-Year Program and Endorsement Proposal.
3. Do not approve the Spalding University request for the Teacher Leader Master's Planned Fifth-Year Program and Endorsement Proposal.

**Committee Recommendation:**

Alternative 1

**Rationale:**

The Master's Review Committee recommends approval for the Spalding University Teacher Leader Master's, Planned Fifth-Year Program and Endorsement Proposal. In addition to recommending program approval, the committee commended the college for the following aspects of its proposal:

- Identified core for teacher leader and student achievement data
- Leadership tasks (field activities) connected to student achievement
- The focus of the capstone project is on candidate's school and involves school partners during the defense of the project
- Addressed literacy and technology throughout the curriculum
- Includes parent involvement in task
- Proposal is well-organized

**Contact Person:**

Dr. Marilyn K. Troupe, Director  
Division of Educator Preparation  
(502) 564-4606  
E-mail: marilyn.troupe@ky.gov

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**Executive Director**

**Date:**

August 2, 2010



**16 KAR 5:010. Standards for accreditation of educator preparation units and approval of programs.**

Section 12. Teacher Leader Master's Programs and Planned Fifth-Year Programs for Rank II. (1) All master's programs for rank change or planned fifth-year program for Rank II approved or accredited by the EPSB prior to May 31, 2008 shall no longer be approved or accredited as of December 31, 2010.

(a) Master's programs for initial certification shall be exempt from the requirements of this section.

(b) A master's program or planned fifth-year program for Rank II approved by the EPSB prior to May 31, 2008 shall cease admitting new candidates after December 31, 2010.

(c) Candidates admitted to a master's program or planned fifth-year program for Rank II approved by the EPSB prior to May 31, 2008 shall complete the program by January 31, 2013.

(d) An institution of higher learning with a master's program or a planned fifth-year program for Rank II approved by the EPSB prior to May 31, 2008 may submit a redesigned program for approval pursuant to the requirements of subsection (2) of this section beginning May 31, 2008.

(e) An institution may become operational beginning January 1, 2009, if the institution:

1. Submits a redesigned master's program or a planned fifth-year program for Rank II for review pursuant to the requirements of subsection (2) of this section; and

2. Receives approval of the redesigned program by the EPSB pursuant to Section 22 of this administrative regulation.

(f) Institutions submitting a redesigned master's program or planned fifth-year program for Rank II shall not be subject to any submission dates for program approval until December 31, 2010.

(g)1. The EPSB shall appoint a Master's Redesign Review Committee to conduct reviews of redesigned master's programs and planned fifth-year programs for Rank II submitted for approval between May 31, 2008 and December 31, 2010.

2. A master's program or a planned fifth-year program for Rank II submitted for approval between May 31, 2008 and December 31, 2010 shall not be reviewed by the Continuous Assessment Review Committee, Content Program Review Committee, or the Reading Committee prior to presentation to the EPSB pursuant to Section 22(2) of this administrative regulation, but shall be reviewed by the Master's Redesign Review Committee.

3.a. After review of a master's program or planned fifth-year program for Rank II, the Master's Redesign Review Committee shall issue one (1) of the following recommendations to the Educational Professional Standards Board:

i. Approval;

ii. Approval with conditions; or

iii. Denial of approval.

b. The EPSB shall consider recommendations from staff and the Master's Redesign Review Committee and shall issue a decision pursuant to Section 22(4) of this administrative regulation.

(2) Beginning May 31, 2008, the educator preparation unit shall prepare and submit to the EPSB for each separate master's program or planned fifth-year program for Rank II for which the institution is seeking approval a concise description which shall provide the following information:

(a) Program design components which shall include the following descriptions and documentation of:

1. The unit's plan to collaborate with school districts to design courses, professional development, and job-embedded professional experiences that involve teachers at the elementary, middle, and secondary levels;

2. The unit's collaboration plan with the institution's Arts and Science faculty to meet the academic and course accessibility needs of candidates;

3. The unit's process to individualize a program to meet the candidate's professional growth or improvement plan;

4. The unit's method to incorporate interpretation and analysis of annual P-12 student achievement data into the program; and

5. The institution's plan to facilitate direct service to the collaborating school districts by education faculty members.

(b) Program curriculum that shall include core component courses designed to prepare candidates to:

1. Be leaders in their schools and districts;

2. Evaluate high-quality research on student learning and college readiness;

3. Deliver differentiated instruction for P-12 students based on continuous assessment of student learning and classroom management;

4. Gain expertise in content knowledge, as applicable;

5. Incorporate reflections that inform best practice in preparing P-12 students for postsecondary opportunities;

6. Support P-12 student achievement in diverse settings;

7. Enhance instructional design utilizing the Program of Studies, Core Content for Assessment, and college readiness standards;

8. Provide evidence of candidate mastery of Kentucky Teacher Standards utilizing advanced level performances and Specialized Professional Associations (SPA) Standards if applicable; and

9. Design and conduct professionally relevant research projects; and

(c) The unit's continuous assessment plan that includes, in addition to the requirements of Section 11(2) of this administrative regulation:

1. Instruments to document and evaluate candidate ability to demonstrate impact on P-12 student learning;

2. Clinical experiences and performance activities; and

3. A description of a culminating performance-based assessment.

(3)(a) A master's program for rank change approved pursuant to this section shall be known as a Teacher Leader Master's Program.

(b) Upon completion of a Teacher Leader Master's Program and recommendation of the institution, a candidate may apply to the EPSB for a Teacher Leader endorsement.

(c)1. An institution with an approved Teacher Leader Master's Program may establish an endorsement program of teacher leadership coursework for any candidate who received a Master's degree at an out of state institution or who received a master's degree from a Kentucky program approved prior to May 31, 2008.

## Agenda Book

2. Upon completion of the teacher leadership course work and recommendation of the institution, a candidate who has received a master's degree at an out of state institution or a master's degree from a Kentucky program approved prior to May 31, 2008, may apply to the EPSB for a Teacher Leader endorsement.

**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Action Item G**

**Action Item:**

Midway College:

Master of Arts in Teaching in Middle Schools (Grades 5-9);

Master of Arts in Teaching in Biological Science, English, and Math (Grades 8-12)

Master of Arts in Teaching in Learning and Behavior Disorders (Grades P-12)

**Applicable Statutes and Regulation:**

KRS 161.028; KRS 161.030

16 KAR 5:010

**Applicable Goal:**

Goal 1: Every approved educator preparation program meets or exceeds all accreditation standards and prepares knowledgeable, capable teachers and administrators who demonstrate effectiveness in helping all students reach educational achievement.

**Issue:**

Should the EPSB approve the following educator preparation program additions?

**Midway College**

**3.0 MIDDLE SCHOOL FOR GRADES 5-9**

Master of Arts in Teaching

**4.0 SECONDARY SCHOOL FOR GRADES 8-12**

Biological Science, English and Math

**7.0 EXCEPTIONAL CHILDREN FOR GRADES P-12**

Learning and Behavior Disorders

**Background:**

KRS 161.028 and KRS 161.030 provide for the EPSB to establish curricula for educator preparation programs in Kentucky and approve such programs at institutions of higher education. The Division of Educator Preparation, Content Area Program Review Committees, the Continuous Assessment Review Committee, and the Reading Committee evaluated the program review document submitted for approval against performance-based program certification guidelines established by the EPSB. This program proposal meets all the requirements set out by the EPSB. An Executive Summary of the program is included.

**Groups/Persons Consulted:**

Content Area Review Committee  
Continuous Assessment Review Committee  
Reading Committee

**Alternative Actions:**

1. Approve the proposed Master of Arts in Teaching preparation program additions.
2. Do not approve the proposed Master of Arts in Teaching preparation program additions.

**Recommendation:**

Alternative 1

**Rationale:**

The proposed educator preparation program follows the appropriate regulation (16 KAR 5:010) outlining requirements for program approval as established by the EPSB.

**Contact Person:**

Dr. Marilyn K. Troupe, Director  
Division of Educator Preparation  
(502) 564-4606  
E-mail: marilyn.troupe@ky.gov

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**Executive Director**

**Date:**

August 2, 2010

## Executive Summary

### **Theme of the Unit**

*Teachers: Professional Leaders Making a Difference.*

### **Continuous Assessment Plan**

The Continuous Assessment Plan is comprised of Checkpoint I-entry to the teacher education program, Checkpoint II-Admission to clinical practice (student teaching), Checkpoint III- exit from clinical practice, and Checkpoint IV-Program completion, Licensure and Follow-up. Minimum criteria for admissions include official transcripts for all undergraduate and graduate work, an undergraduate degree or higher from an accredited college/university in mathematics, biological science, social studies, or English, a grade point average of 2.5 on a 4.0 scale, official GRE scores (V=350, Q=350, and essay=3.5), state-required passing scores on Praxis II content area tests (Candidates seeking LBD certification are exempt from this requirement), “proficient” scores on interviews with the Graduate Admissions and Retention Committee and site coordinators, proficient scores on an “on-demand” writing task and the application essay, two letters of reference, an application fee of twenty-five dollars, and a resume. The unit offers “*exceptions*” to the GRE and the on-demand writing sample (See CAP) in an effort to provide opportunities for individuals who may not test well to demonstrate their ability to become effective teachers.

Exit requirements include a 3.0 GPA, passing scores on a summative portfolio, an exit interview. To be recommended for participation in KTIP, the candidate must also pass all state-required Praxis II and PLT tests.

### **Unique Features of the Program**

Unique features of the program include the initial screening process that involves interviews and on-demand writing experiences, a summer immersion course that sets in place attention to fairness, accuracy, and consistency, the blended online and face-to-face mode of delivery, focus on collecting impact data on P-12 learning, extended attention to literacy, diversity, assessment, and closing the achievement gap, alignment with local, state, and national standards, and supervised clinical practice fashioned after the KTIP model that is intensive and extensive enough for candidates to acquire the knowledge, skills, and dispositions to help all children learn.

### **Rationale for the Implementation of the Program**

This program seeks to provide highly qualified individuals with access and opportunity to teacher preparation programs. It seeks to help districts that are faced with critical teacher shortage issues to “grow and nurture their own teachers”.

Permission to offer the Master of Arts in Teaching Programs is requested because of critical teacher shortage needs expressed by human resource officers in many of the rural areas where Midway College has a respected history related to teacher preparation. Human resource officers and Midway faculty believe that preparing individuals to teach in their home areas, where they have a personal commitment, is a possible solution to teacher recruitment and retention problems experienced in many rural areas of Kentucky. Additionally, advancements in technology have provided teacher educators a mechanism to provide individuals who have an interest in and aptitude for teaching, but who lack the ability to return to school in the traditional manner, opportunities to earn teacher certification.



**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Action Item H**

**Action Item:**

Midway College – Umbrella Alternative Route to Certification Proposal for Master of Arts in Teaching, Option 6

**Applicable Statutes and Regulation:**

KRS 161.028  
16 KAR 5:010

**Applicable Goal:**

Goal 1: Every approved educator preparation program meets or exceeds all accreditation standards and prepares knowledgeable, capable teachers and administrators who demonstrate effectiveness in helping all students reach educational achievement.

**Issue:**

Should the Education Professional Standards Board (EPSB) approve Midway College’s umbrella alternative route to certification proposal for Master of Arts in Teaching Option 6 (excluding Elementary Education P-5)?

**Background:**

Pursuant to KRS 161.028, the EPSB was directed to promote and approve alternative route certification programs offered through colleges/universities, private contractors, the Kentucky Department of Education, or the Kentucky Commonwealth Virtual University. The *Approval of Alternative Route to Certification Programs Offered Under KRS 161.028: Policy and Procedure* was approved by the EPSB in September 2000 (copy attached). Alternative routes to certification established by the General Assembly in KRS 161.048 are governed by the requirements in that statute, related statutes, and corresponding administrative regulations.

Midway College requests an alternate route certification for the Master of Arts in Teaching (MAT) with “umbrella” designation, excluding elementary education, under Option 6. The MAT proposal includes certification options in Middle School (Grades 5-9), Biological Science (Grades 8-12), English (Grades 8-12), Mathematics (Grades 8-12), and LBD (Grades P-12). The MAT is an online program with a face-to-face summer immersion that familiarizes candidates with program expectations and prepares them for entry into schools as teachers of record. Some extended campus sites may be used for face-to-face interviews required for each checkpoint. These sites may be used solely as an accommodation for candidates by reducing traveling distances. No coursework will be delivered at extended campuses.

Candidates will be required to participate in a mentoring program that is facilitated by a support team comprised of the building principal (or designee), the resource teacher with at least four years of teaching experience and KTIP training, and a college supervisor from Midway’s teacher education program. The support team will assess candidates’ knowledge and skills using a modified version of the Intern Performance Record. Candidates will not be recommended for KTIP until they can demonstrate that all ten Kentucky Teacher Standards are met. Candidates

will document their performance on each standard which will be evaluated three times during the year. The support team will be responsible for mentoring, observing, and providing feedback to the candidates. The principal will complete four hours of formal observation with two hours of post observation conferencing. The resource teaching will complete 30 hours out-of-class mentoring, six hours of formal observation, and three hours of post observation conferencing. The college supervisor will complete 20 hours of mentoring, eight hours of formal observation, and four hours of post observation conferencing.

The executive summary and letter of support are included with the staff note. Other documents were sent under separate cover.

**Alternative Actions:**

1. Approve Midway's alternative route to certification proposal
2. Modify and approve Midway's alternative route to certification proposal
3. Do not approve Midway's alternative route to certification proposal

**Staff Recommendation:**

Alternative 1

**Rationale:**

Staff has reviewed the Midway proposal and finds it to be in accordance with the intent of the legislation and with EPSB standards. Midway has an approved conceptual framework that includes the proposal graduate level program that also addresses a continuous assessment plan.

**Contact Person:**

Dr. Marilyn Troupe, Director  
Division of Educator Preparation  
(502) 564-4606  
E-mail: marilyn.troupe@ky.gov

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**Executive Director**

**Date:**

August 2, 2010

**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Action Item I**

**Action Item:**

Centre College: Accreditation of the Educator Preparation Unit and Approval of Programs

**Applicable Statute or Regulation:**

KRS 161.028  
16 KAR 5:010

**Applicable Goal:**

Goal 1: Every approved educator preparation program meets or exceeds all accreditation standards and prepares knowledgeable, capable teachers and administrators who demonstrate effectiveness in helping all students reach educational achievement.

**Issue:**

Should the EPSB grant continuing accreditation to the Educator Preparation Unit and approve the initial level preparation programs at Centre College?

**Background:**

A state Board of Examiners (BOE) team conducted the on-site evaluation of the Educator Preparation Unit at Centre College on February 28 – March 3, 2010. The BOE team found all standards were met with one corrected area for improvement, two continued areas for improvement, and three new areas for improvement. The BOE also reviewed program review documents as part of the on-site visit and found them to be in compliance with program guidelines as established and approved by the EPSB. At its June 22, 2010 meeting, the Accreditation Audit Committee (AAC) met (see attached minutes) and reviewed the accreditation materials including the institutional report, the BOE Report, and the unit's rejoinder.

The AAC reviewed the following areas for improvement cited in the BOE Report:

Corrected

Standard 2: Assessment System and Unit Evaluation

- 1) The assessment data are not regularly and systematically summarized to inform program quality and unit operations.

Continued

Standard 4: Diversity

- 1) There is no racial diversity in the student population of the Teacher Education Program.

Standard 5: Faculty Qualifications, Performance, and Development

- 1) The professional education faculty do not have the expertise or contemporary professional experiences that qualify them to teach EDU 330 (Special Education and Student Diversity).

New

Standard 2: Assessment System and Unit Evaluation

- 1) The unit's assessment system does not address the Kentucky Teacher Standards.

Standard 5: Faculty Qualifications, Performance, and Development

- 1) There is no faculty member certified in the elementary grades.

Standard 6: Unit Governance and Resources

- 1) There is not sufficient support staff to provide assistance for the education unit and its data management needs.

The AAC voted to agree with the findings of the BOE team as cited in the BOE Report. Pursuant to 16 KAR 5:010, Section 19, the AAC accepts all the areas for improvement listed above and recommends: (1) ACCREDITATION and (2) APPROVAL OF THE INITIAL LEVEL EDUCATOR PREPARATION PROGRAMS at Centre College.

**Groups/Persons Consulted**

Content Area Program Reviewers  
Continuous Assessment Review Committee  
Reading Committee  
State Board of Examiners Team  
Accreditation Audit Committee

**Alternative Actions:**

**Issue One: Unit Accreditation**

1. Accept the recommendation of the AAC and grant ACCREDITATION for Centre College.
2. Modify the AAC recommendation and grant ACCREDITATION WITH CONDITIONS for Centre College.
3. Do not accept the AAC recommendation and grant ACCREDITATION WITH PROBATION for Centre College.

**Issue Two: Program Approval**

1. Accept the recommendation of the AAC and grant APPROVAL for the initial level educator preparation programs at Centre College.
2. Modify the AAC recommendation and grant APPROVAL WITH CONDITIONS for the initial level educator preparation programs at Centre College.

3. Do not accept the AAC recommendation and stipulate DENIAL OF APPROVAL for the initial level educator preparation programs at Centre College.

**AAC Recommendation:**

Issue One: Alternative 1

Issue Two: Alternative 1

**Rationale:**

The Joint NCATE/State BOE team and AAC followed national and state guidelines for accreditation of educator preparation programs.

**Contact Person:**

Dr. Marilyn Troupe, Director  
Division of Educator Preparation  
(502) 564-4606  
E-mail: marilyn.troupe@ky.gov

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**Executive Director**

**Date:**

August 2, 2010



**Accreditation Audit Committee (AAC)**

**Education Professional Standards Board  
Conference Room A  
June 22, 2010**

**MEETING MINUTES**

**Members Present:**

Judi Conrad, Chair  
Susan Compton  
Joy Gray  
Jack Rose  
Zella Wells

**EPSB Staff Present:**

Marilyn Troupe  
Allison Bell  
Tony Campbell

**Members Absent:**

Shirley Nelson  
Tim Watkins

The meeting began at 9:05. Susan Compton introduced herself. Marilyn Troupe reviewed the decision options for each institution on the agenda. Judi Conrad announced a quorum was present. Judi Conrad indicated a need to amend the agenda to add the approval of the minutes from the last meeting.

**APPROVAL OF MINUTES:**

Motion made by Jack Rose, seconded by Zella Wells, to approve the minutes from the April 1, 2010 AAC meeting.

Vote: Approve the motion (Yes: Unanimous (5-0))

The AAC reviewed the documentation including the Institutional Report (IR), Board of Examiner (BOE) team report, and the institutional rejoinder, and made recommendations for accreditation and program approval for:

**CENTRE COLLEGE**

Bonnie Banker, Chair of the Board of Examiners (BOE) team, presented the report on behalf of the team. She identified each of the team members and attested to the thoroughness of the visit. She was complementary of the hospitality shown by Centre College. She attested that the BOE team found all standards had been met with one corrected area for improvement in Standard 2, two continuing areas for improvement in Standard 4 and Standard 5, and three new areas for improvement in Standards 2, 5, and 6.

Dr. Donna Plummer, faculty in the Education Program at Centre College, commented

on behalf of the institution. She updated the AAC on the progress since the accreditation visit on the assessment system and attested that the system is now collecting data on the Kentucky Teacher Standards. Dr. Plummer affirmed that the institution is continuing to address its issues relating to diversity of its student population in the education unit. She discussed the work she had done to address the lack of certified faculty in elementary education and special education. She also indicated that additional staff have been assigned to assist the unit an additional 20 hours per week. Mr. James Atkins spoke regarding the college's attempts to recruit diverse students to the campus and then recruit them to the teacher education program.

Committee members discussed the following issues: diversity of the program's student population, expertise and qualifications of faculty, assessment system not aligned to the Kentucky Teacher Standards, and support for the unit. The AAC reviewed the findings of the BOE team and agreed with the BOE team findings that all the standards were met and with following areas for improvement:

**Corrected Areas for Improvement:**

Standard 2: Assessment System and Unit Evaluation

- 1) The assessment data are not regularly and systematically summarized to inform program quality and unit operations.

**Continued Areas for Improvement:**

Standard 4: Diversity

- 1) There is no racial diversity in the student population of the Teacher Education Program.

Standard 5: Faculty Qualifications, Performance, and Development

- 1) The professional education faculty do not have the expertise or contemporary professional experiences that qualify them to teach EDU 330 (Special Education and Student Diversity).

**New Area for Improvement:**

Standard 2: Assessment System and Unit Evaluation

- 1) The unit's assessment system does not address the Kentucky Teacher Standards.

Standard 5: Faculty Qualifications, Performance, and Development

- 1) There is no faculty member certified in the elementary grades.

Standard 6: Unit Governance and Resources

- 1) There is not sufficient support staff to provide assistance for the education unit and its data management needs.

Following appropriate meeting protocol, the AAC made the following decisions:

- 1) Voted (5-0) that the BOE team followed approved accreditation guidelines when conducting the visit.
- 2) Voted (5-0) to agree with the corrected areas for improvement cited in the BOE Report.
- 3) Voted (5-0) to agree with the continuing areas for improvement cited in the BOE Report.
- 4) Voted (5-0) to agree with the new areas for improvement cited in the BOE Report.
- 5) Voted (4-1 with Jack Rose dissenting on Standard 2) that all standards are met.

In addition to decisions identified above, the AAC recommends **PROGRAM APPROVAL** (Vote: 5-0) and **ACCREDITATION** for **Centre College** (Vote: 4-1 with Jack Rose proposing Accreditation with Conditions).

**UNION COLLEGE**

Martha O'Bryan, Chair of the Board of Examiners (BOE) team, presented the report on behalf of the team. She provided an overview of the team members and their findings and affirmed the thoroughness of the visit. She was complimentary of the hospitality shown by Union College. She attested that the BOE team found all standards had been met with seven corrected areas for improvement in Standard 1, six corrected in Standard 2, two corrected in Standard 3, three corrected in Standard 4, seven corrected in Standard 5, and four corrected in Standard 6. She indicated the team recommends one continued area for improvement in Standard 3 and two continued in Standard 4 as well as one new area for improvement in Standard 4.

Dr. Don Musselman, Dean of the Educational Studies Unit at Union College, and Jason Reeves, visit coordinator, commented on behalf of the institution. Both institutional representatives were complimentary of the BOE, the college, the faculty support, and the unit's P-12 school partners in the collaborative effort displayed to demonstrate the work that has gone into the unit in the past few years.

Committee members were also complimentary of the unit in its demonstration to address the numerous previous areas for improvement. The AAC reviewed the findings of the BOE team and agreed with the BOE team findings that all the standards were met and on following areas for improvement:

**Corrected Areas for Improvement:**

Standard 1: Candidate Knowledge, Skills, and Professional Dispositions

- 1) Data to demonstrate candidate competency in knowledge, skills, and dispositions are not sufficiently aggregated, summarized, or reported to candidates or the unit.
- 2) Data to determine reliability, fairness, accuracy, and consistency of evaluation measures and assessments are absent.
- 3) Candidate dispositions are inconsistently addressed across programs.
- 4) Assessments to demonstrate impact on P-12 learning in advanced programs do not consistently address P-12 learners and/or do not represent the grade levels of the course content.
- 5) Candidate program completion portfolios across all programs are not evaluated on individual standards (NTS, ETC, ISLLC, TSSA) for data analysis and program evaluation.
- 6) Rubrics used in assessments do not provide reliable and valid data for candidate evaluation and program improvement.
- 7) There is no formal method for assessing candidates' ability to influence P-12 student learning.

Standard 2: Assessment System and Unit Evaluation

- 1) While there are procedures for collection of data, the assessment system does not indicate how data will be regularly analyzed to improve candidate performance, program quality, and unit operations.
- 2) The unit assessment system is not aligned with the unit's conceptual framework.
- 3) Little or no program improvement appears to be directly associated with assessments.
- 4) The assessment system has not been developed in collaboration with the professional community.
- 5) The unit has not implemented procedures to ensure fairness, accuracy, and consistency in dealing with candidates' complaints.
- 6) Follow-up data from graduates and their employers are not systematically collected and aggregated for program improvement.

Standard 3: Field Experiences and Clinical Practice

- 1) The unit's school partners have limited participation in the design, delivery, and evaluation of field experiences and clinical practices.
- 2) Field experience and clinical experience data are not systematically used for program improvement and candidate enhancement.

Standard 4: Diversity

- 1) Assessment results related to diversity proficiencies are not summarized and analyzed.
- 2) Candidates have limited opportunities to interact with faculty members from diverse backgrounds. (Initial)
- 3) The unit does not have a systematic tracking method to ensure that all candidates completed field experiences in diverse settings. (Initial)

Standard 5: Faculty Qualifications, Performance, and Development

- 1) The advanced programs have faculty teaching courses which they are not qualified to teach. (Advanced)
- 2) Education faculty at both the initial and advanced level demonstrate limited active engagement in scholarly work.
- 3) Active engagement in service at both the initial and advanced levels could not be determined.
- 4) Collaboration with P-12 by education faculty at both the initial and advanced is limited.
- 5) Adjunct faculty do not consistently receive feedback on course evaluations.
- 6) Evaluations are not used to improve teaching, scholarship, and service of the faculty within the unit at both levels.
- 7) Professional development activities are not linked to faculty evaluations at both levels.

Standard 6: Unit Governance and Resources

- 1) The roles of the Deans of the Graduate Studies and Education Studies are not

clearly defined in the education graduate programs. (Advanced)

- 2) There are no written policies to ensure that graduate education candidates meet regularly with faculty advisors. (Advanced)
- 3) An insufficient number of full-time faculty has an adverse effect on the quality of institution for graduate candidates. (Advanced)
- 4) There are no written policies to limit enrollment and address adjunct faculty course load in graduate online courses. (Advanced)

**Continued Areas for Improvement:**

Standard 3: Field Experiences and Clinical Practice

- 1) The unit does not ensure diverse settings for field experiences in all advanced programs. (Advanced)

Standard 4: Diversity

- 1) Candidates have limited opportunities to interact with faculty members from diverse backgrounds. (Advanced)
- 2) The unit does not have a systematic tracking method to ensure that all candidates complete field experiences in diverse settings. (Advanced)

**New Areas for Improvement:**

Standard 4: Diversity

- 1) Candidates have limited opportunities to interact with other candidates from diverse backgrounds.

Following appropriate meeting protocol, the AAC made the following decisions:

- 1) Voted (5-0) that the BOE team followed approved accreditation guidelines when conducting the visit.
- 2) Voted (5-0) to agree with the corrected areas for improvement cited in the BOE Report.
- 3) Voted (5-0) to agree with the continuing areas for improvement cited in the BOE Report.
- 4) Voted (5-0) to agree with the new areas for improvement cited in the BOE Report.
- 5) Voted (5-0) that all standards are met.

In addition to decisions identified above, the AAC recommends **PROGRAM**

**APPROVAL** (Vote: 5-0) and **ACCREDITATION** for **Union College** (Vote: 5-0).

The committee wanted to document its gratefulness to Dr. Marilyn Troupe for her leadership, professionalism, and guidance throughout the years.

Meeting adjourned at 11:07 a.m.



## **16 KAR 5:010. Standards for accreditation of educator preparation units and approval of programs.**

Section 20. Official State Accreditation Action by the Education Professional Standards Board. (1) A recommendation from the Accreditation Audit Committee shall be presented to the full EPSB.

(2) The EPSB shall consider the findings and recommendations of the Accreditation Audit Committee and make a final determination regarding the state accreditation of the educator preparation unit.

(3) Decision options following a first accreditation visit shall include:

(a) Accreditation.

1. This accreditation decision indicates that the unit meets each of the six (6) NCATE standards for unit accreditation. Areas for improvement may be cited, indicating problems warranting the institution's attention. In its subsequent annual reports, the professional education unit shall be expected to describe progress made in addressing the areas for improvement cited in the EPSB's action report.

2. The next on-site visit shall be scheduled five (5) years following the semester of the visit;

(b) Provisional accreditation.

1. This accreditation decision indicates that the unit has not met one (1) or more of the NCATE standards. The unit has accredited status but shall satisfy provisions by meeting each previously-unmet standard. EPSB shall require submission of documentation that addresses the unmet standard or standards within six (6) months of the accreditation decision, or shall schedule a visit focused on the unmet standard or standards within two (2) years of the semester that the provisional accreditation decision was granted. If the EPSB decides to require submission of documentation, the institution may choose to waive that option in favor of the focused visit within two (2) years. Following the focused visit, the EPSB shall decide to:

a. Accredit; or

b. Revoke accreditation.

2. If the unit is accredited, the next on-site visit shall be scheduled for five (5) years following the semester of the first accreditation visit;

(c) Denial of accreditation. This accreditation decision indicates that the unit does not meet one (1) or more of the NCATE standards, and has pervasive problems that limit its capacity to offer quality programs that adequately prepare candidates; or

(d) Revocation of accreditation. This accreditation decision indicates that the unit has not sufficiently addressed the unmet standard or standards following a focused visit.

(4) Decision options following a continuing accreditation visit shall include:

(a) Accreditation.

1. This accreditation decision indicates that the unit meets each of the six (6) NCATE standards for unit accreditation. Areas for improvement may be cited, indicating problems warranting the institution's attention. In its subsequent annual reports, the professional education unit shall be expected to describe progress made in addressing the areas for improvement cited in EPSB's action report.

2. The next on-site visit shall be scheduled for seven (7) years following the semester of the visit;

(b) Accreditation with conditions.

1. This accreditation decision indicates that the unit has not met one (1) or more of the NCATE standards. If the EPSB renders this decision, the unit shall maintain its accredited status, but shall satisfy conditions by meeting previously unmet standards. EPSB shall require submission of documentation that addresses the unmet standard or standards within six (6) months of the decision to accredit with conditions, or shall schedule a visit focused on the unmet standard or standards within two (2) years of the semester that the accreditation with conditions decision was granted. If the EPSB decides to require submission of documentation, the institution may choose to waive that option in favor of the focused visit within two (2) years. Following the focused visit, the EPSB shall decide to:

a. Continue accreditation; or

b. Revoke accreditation.

2. If the EPSB renders the decision to continue accreditation, the next on-site visit shall be scheduled for seven (7) years following the semester in which the continuing accreditation visit occurred;

(c) Accreditation with probation.

1. This accreditation decision indicates that the unit has not met one (1) or more of the NCATE standards and has pervasive problems that limit its capacity to offer quality programs that adequately prepare candidates. As a result of the continuing accreditation review, the EPSB has determined that areas for improvement with respect to standards may place an institution's accreditation in jeopardy if left uncorrected. The institution shall schedule an on-site visit within two (2) years of the semester in which the probationary decision was rendered. This visit shall mirror the process for first accreditation. The unit as part of this visit shall address all NCATE standards in effect at the time of the probationary review at the two (2) year point. Following the on-site review, the EPSB shall decide to:

a. Continue accreditation; or

b. Revoke accreditation.

2. If accreditation is continued, the next on-site visit shall be scheduled for five (5) years after the semester of the probationary visit; or

(d) Revocation of accreditation. Following a comprehensive site visit that occurs as a result of an EPSB decision to accredit with probation or to accredit with conditions, this accreditation decision indicates that the unit does not meet one (1) or more of the NCATE standards, and has pervasive problems that limit its capacity to offer quality programs that adequately prepare candidates. Accreditation shall be revoked if the unit:

1. No longer meets preconditions to accreditation, such as loss of state approval or regional accreditation;

2. Misrepresents its accreditation status to the public;

3. Falsely reports data or plagiarized information submitted for accreditation purposes; or

4. Fails to submit annual reports or other documents required for accreditation.

(5) Notification of EPSB action to revoke continuing accreditation or deny first accreditation, including failure to remove conditions, shall include notice that:

(a) The institution shall inform students currently admitted to a certification or rank program of the following:

1. A student recommended for certification or advancement in rank within the twelve (12) months immediately following the denial or revocation of state accreditation and who applies to the EPSB within the fifteen (15) months immediately following the denial or revocation of state accreditation shall receive the certificate or advancement in rank; and

2. A student who does not meet the criteria established in subparagraph 1 of this paragraph shall transfer to a state accredited education preparation unit in order to receive the certificate or advancement in rank; and

## Agenda Book

(b) An institution for which the EPSB has denied or revoked accreditation shall seek state accreditation through completion of the first accreditation process. The on-site accreditation visit shall be scheduled by the EPSB no earlier than two (2) years following the EPSB action to revoke or deny state accreditation.

**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Action Item J**

**Action Item:**

Union College: Accreditation of the Educator Preparation Unit and Approval of Programs

**Applicable Statute or Regulation:**

KRS 161.028  
16 KAR 5:010

**Applicable Goal:**

Goal 1: Every approved educator preparation program meets or exceeds all accreditation standards and prepares knowledgeable, capable teachers and administrators who demonstrate effectiveness in helping all students reach educational achievement.

**Issue:**

Should the EPSB grant accreditation to the Educator Preparation Unit and approve the initial and advanced level preparation programs at Union College?

**Background:**

A state Board of Examiners (BOE) team conducted the probationary visit of the Educator Preparation Unit at Union College on March 20 – 24, 2010. The BOE team found all standards were met with seven corrected areas for improvement in Standard 1, six corrected in Standard 2, two corrected in Standard 3, three corrected in Standard 4, seven corrected in Standard 5, and four corrected in Standard 6. The BOE team identified one continued area for improvement in Standard 3 and two continued in Standard 4 as well as one new area for improvement in Standard 4. The BOE also reviewed program review documents as part of the on-site visit and found them to be in compliance with program guidelines as established and approved by the EPSB. At its June 22, 2010 meeting, the Accreditation Audit Committee (AAC) met (see attached minutes) and reviewed the accreditation materials including the institutional report, the BOE Report, and the unit's rejoinder.

The AAC reviewed all the following areas for improvement cited in the BOE Report:

**Corrected**

Standard 1: Candidate Knowledge, Skills, and Professional Dispositions

- 1) Data to demonstrate candidate competency in knowledge, skills, and dispositions are not sufficiently aggregated, summarized, or reported to candidates or the unit.
- 2) Data to determine reliability, fairness, accuracy, and consistency of evaluation measures and assessments are absent.
- 3) Candidate dispositions are inconsistently addressed across programs.

- 4) Assessments to demonstrate impact on P-12 learning in advanced programs do not consistently address P-12 learners and/or do not represent the grade levels of the course content.
- 5) Candidate program completion portfolios across all programs are not evaluated on individual standards (NTS, ETC, ISLLC, TSSA) for data analysis and program evaluation.
- 6) Rubrics used in assessments do not provide reliable and valid data for candidate evaluation and program improvement.
- 8) There is no formal method for assessing candidates' ability to influence P-12 student learning.

#### Standard 2: Assessment System and Unit Evaluation

- 1) While there are procedures for collection of data, the assessment system does not indicate how data will be regularly analyzed to improve candidate performance, program quality, and unit operations.
- 2) The unit assessment system is not aligned with the unit's conceptual framework.
- 3) Little or no program improvement appears to be directly associated with assessments.
- 4) The assessment system has not been developed in collaboration with the professional community.
- 5) The unit has not implemented procedures to ensure fairness, accuracy, and consistency in dealing with candidates' complaints.
- 6) Follow-up data from graduates and their employers are not systematically collected and aggregated for program improvement.

#### Standard 3: Field Experiences and Clinical Practice

- 1) The unit's school partners have limited participation in the design, delivery, and evaluation of field experiences and clinical practices.
- 2) Field experience and clinical experience data are not systematically used for program improvement and candidate enhancement.

#### Standard 4: Diversity

- 1) Assessment results related to diversity proficiencies are not summarized and analyzed.
- 2) Candidates have limited opportunities to interact with faculty members from diverse backgrounds. (Initial)
- 3) The unit does not have a systematic tracking method to ensure that all candidates completed field experiences in diverse settings. (Initial)

#### Standard 5: Faculty Qualifications, Performance, and Development

- 1) The advanced programs have faculty teaching courses which they are not qualified to teach. (Advanced)
- 2) Education faculty at both the initial and advanced level demonstrate limited active engagement in scholarly work.

- 3) Active engagement in service at both the initial and advanced levels could not be determined.
- 4) Collaboration with P-12 by education faculty at both the initial and advanced is limited.
- 5) Adjunct faculty do not consistently receive feedback on course evaluations.
- 6) Evaluations are not used to improve teaching, scholarship, and service of the faculty within the unit at both levels.
- 7) Professional development activities are not linked to faculty evaluations at both levels.

Standard 6: Unit Governance and Resources

- 1) The roles of the Deans of the Graduate Studies and Education Studies are not clearly defined in the education graduate programs. (Advanced)
- 2) There are no written policies to ensure that graduate education candidates meet regularly with faculty advisors. (Advanced)
- 3) An insufficient number of full-time faculty has an adverse effect on the quality of institution for graduate candidates. (Advanced)
- 4) There are no written policies to limit enrollment and address adjunct faculty course load in graduate online courses. (Advanced)

Continued

Standard 3: Field Experiences and Clinical Practice

- 1) The unit does not ensure diverse settings for field experiences in all advanced programs. (Advanced)

Standard 4: Diversity

- 1) Candidates have limited opportunities to interact with faculty members from diverse backgrounds. (Advanced)
- 2) The unit does not have a systematic tracking method to ensure that all candidates complete field experiences in diverse settings. (Advanced)

New

Standard 4: Diversity

- 1) Candidates have limited opportunities to interact with other candidates from diverse backgrounds.

The AAC voted to agree with the findings of the BOE team as cited in the BOE Report. Pursuant to 16 KAR 5:010, Section 19, the AAC accepts the areas for improvement listed above and recommends: (1) ACCREDITATION and (2) APPROVAL OF THE INITIAL AND ADVANCED LEVEL EDUCATOR PREPARATION PROGRAMS at Union College.

**Groups/Persons Consulted**

Content Area Program Reviewers  
Continuous Assessment Review Committee  
Reading Committee  
Joint NCATE/State Board of Examiners Team  
Accreditation Audit Committee

**Alternative Actions:**

**Issue One: Unit Accreditation**

1. Accept the recommendation of the AAC and grant ACCREDITATION for Union College.
2. Do not accept the AAC recommendation and REVOKE ACCREDITATION for Union College.

**Issue Two: Program Approval**

1. Accept the recommendation of the AAC and grant APPROVAL for the initial and advanced level educator preparation programs at Union College.
2. Modify the AAC recommendation and grant APPROVAL WITH CONDITIONS for the initial and advanced level educator preparation programs at Union College.
3. Do not accept the AAC recommendation and stipulate DENIAL OF APPROVAL for the initial and advanced level educator preparation programs at Union College.

**AAC Recommendation:**

Issue One: Alternative 1  
Issue Two: Alternative 1

**Rationale:**

The State BOE team and AAC followed national and state guidelines for accreditation of educator preparation programs.

**Contact Person:**

Dr. Marilyn Troupe, Director  
Division of Educator Preparation  
(502) 564-4606  
E-mail: marilyn.troupe@ky.gov

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**Executive Director**

**Date:**

August 2, 2010

## 16 KAR 5:010. Standards for accreditation of educator preparation units and approval of programs.

Section 20. Official State Accreditation Action by the Education Professional Standards Board. (1) A recommendation from the Accreditation Audit Committee shall be presented to the full EPSB.

(2) The EPSB shall consider the findings and recommendations of the Accreditation Audit Committee and make a final determination regarding the state accreditation of the educator preparation unit.

(3) Decision options following a first accreditation visit shall include:

(a) Accreditation.

1. This accreditation decision indicates that the unit meets each of the six (6) NCATE standards for unit accreditation. Areas for improvement may be cited, indicating problems warranting the institution's attention. In its subsequent annual reports, the professional education unit shall be expected to describe progress made in addressing the areas for improvement cited in the EPSB's action report.

2. The next on-site visit shall be scheduled five (5) years following the semester of the visit;

(b) Provisional accreditation.

1. This accreditation decision indicates that the unit has not met one (1) or more of the NCATE standards. The unit has accredited status but shall satisfy provisions by meeting each previously-unmet standard. EPSB shall require submission of documentation that addresses the unmet standard or standards within six (6) months of the accreditation decision, or shall schedule a visit focused on the unmet standard or standards within two (2) years of the semester that the provisional accreditation decision was granted. If the EPSB decides to require submission of documentation, the institution may choose to waive that option in favor of the focused visit within two (2) years. Following the focused visit, the EPSB shall decide to:

a. Accredit; or

b. Revoke accreditation.

2. If the unit is accredited, the next on-site visit shall be scheduled for five (5) years following the semester of the first accreditation visit;

(c) Denial of accreditation. This accreditation decision indicates that the unit does not meet one (1) or more of the NCATE standards, and has pervasive problems that limit its capacity to offer quality programs that adequately prepare candidates; or

(d) Revocation of accreditation. This accreditation decision indicates that the unit has not sufficiently addressed the unmet standard or standards following a focused visit.

(4) Decision options following a continuing accreditation visit shall include:

(a) Accreditation.

1. This accreditation decision indicates that the unit meets each of the six (6) NCATE standards for unit accreditation. Areas for improvement may be cited, indicating problems warranting the institution's attention. In its subsequent annual reports, the professional education unit shall be expected to describe progress made in addressing the areas for improvement cited in EPSB's action report.

2. The next on-site visit shall be scheduled for seven (7) years following the semester of the visit;

(b) Accreditation with conditions.

1. This accreditation decision indicates that the unit has not met one (1) or more of the NCATE standards. If the EPSB renders this decision, the unit shall maintain its accredited status, but shall satisfy conditions by meeting previously unmet standards. EPSB shall require submission of documentation that addresses the unmet standard or standards within six (6) months of the decision to accredit with conditions, or shall schedule a visit focused on the unmet standard or standards within two (2) years of the semester that the accreditation with conditions decision was granted. If the EPSB decides to require submission of documentation, the institution may choose to waive that option in favor of the focused visit within two (2) years. Following the focused visit, the EPSB shall decide to:

a. Continue accreditation; or

b. Revoke accreditation.

2. If the EPSB renders the decision to continue accreditation, the next on-site visit shall be scheduled for seven (7) years following the semester in which the continuing accreditation visit occurred;

(c) Accreditation with probation.

1. This accreditation decision indicates that the unit has not met one (1) or more of the NCATE standards and has pervasive problems that limit its capacity to offer quality programs that adequately prepare candidates. As a result of the continuing accreditation review, the EPSB has determined that areas for improvement with respect to standards may place an institution's accreditation in jeopardy if left uncorrected. The institution shall schedule an on-site visit within two (2) years of the semester in which the probationary decision was rendered. This visit shall mirror the process for first accreditation. The unit as part of this visit shall address all NCATE standards in effect at the time of the probationary review at the two (2) year point. Following the on-site review, the EPSB shall decide to:

a. Continue accreditation; or

b. Revoke accreditation.

2. If accreditation is continued, the next on-site visit shall be scheduled for five (5) years after the semester of the probationary visit; or

(d) Revocation of accreditation. Following a comprehensive site visit that occurs as a result of an EPSB decision to accredit with probation or to accredit with conditions, this accreditation decision indicates that the unit does not meet one (1) or more of the NCATE standards, and has pervasive problems that limit its capacity to offer quality programs that adequately prepare candidates. Accreditation shall be revoked if the unit:

1. No longer meets preconditions to accreditation, such as loss of state approval or regional accreditation;

2. Misrepresents its accreditation status to the public;

3. Falsely reports data or plagiarized information submitted for accreditation purposes; or

4. Fails to submit annual reports or other documents required for accreditation.

(5) Notification of EPSB action to revoke continuing accreditation or deny first accreditation, including failure to remove conditions, shall include notice that:

(a) The institution shall inform students currently admitted to a certification or rank program of the following:

1. A student recommended for certification or advancement in rank within the twelve (12) months immediately following the denial or revocation of state accreditation and who applies to the EPSB within the fifteen (15) months immediately following the denial or revocation of state accreditation shall receive the certificate or advancement in rank; and

2. A student who does not meet the criteria established in subparagraph 1 of this paragraph shall transfer to a state accredited education preparation unit in order to receive the certificate or advancement in rank; and

## Agenda Book

(b) An institution for which the EPSB has denied or revoked accreditation shall seek state accreditation through completion of the first accreditation process. The on-site accreditation visit shall be scheduled by the EPSB no earlier than two (2) years following the EPSB action to revoke or deny state accreditation.

**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Action Item K**

**Action Item:**

Report of Recommendations from the Committee to Review Admissions and Clinical Experiences for Pre-Service Programs

**Applicable Statutes and Regulation:**

KRS 161.028, 042  
16 KAR 5:020

**Applicable Goal:**

Goal 1: Every approved educator preparation program meets or exceeds all accreditation standards and prepares knowledgeable, capable teachers and administrators who demonstrate effectiveness in helping all students reach educational achievement.

**Issue:**

Should the Education Professional Standards Board (EPSB) accept the report of recommendations from the Committee to Review Admissions and Clinical Experiences for pre-service programs?

**Background:**

The Committee to Review Admissions and Clinical Experiences (CRACE) was established by the Education Professional Standards Board (EPSB) to explore current best practices in the following: (1) the selection of high quality candidates for the teaching profession and (2) the provision of high quality clinical experiences for both traditional candidates and those seeking initial certification through an alternative route.

The charter directed the committee to provide recommendations to the EPSB on ways to incorporate these best practices into all of Kentucky's accredited teacher preparation programs. Once the committee recommendations have been reviewed and approved by the EPSB, and regulatory changes are implemented, where applicable, program guidelines will be revised and updated to reflect how colleges and universities should prepare effective educators. The committee completed its work in June as specified in the original charter. (Recommendation sent under separate cover.)

**Groups/Persons Consulted:**

Jan Calvert  
John DeAtley  
Beverly Downing  
Cindy Gnadinger  
Tony Minton  
Cindy Parker  
Hilma Prather  
Brenda Priddy  
William Phillips

Eve Proffitt  
Rosetta Sandidge  
Mark Wasicsko  
Denise Whitaker  
Larry Woods  
Lu S. Young

**Alternative Actions:**

1. Accept the report of the Committee to Review Admissions and Clinical Experiences and instruct staff to prepare a study for the feasibility of implementing the recommendations for further board review.
2. Do not accept the report of the Committee to Review Admissions and Clinical Experiences.

**Alternative Recommendation:**

Alternative 1

**Rationale:**

CRACE met for five months debating the issues related to admissions and clinical experiences for pre-service and alternate route candidates. The Charter and the objectives guided the process. The committee submits the report for board discussion and acceptance.

**Contact Person:**

Dr. Marilyn Troupe  
Division of Educator Preparation  
(502) 564-4606  
E-mail: marilyn.troupe@ky.gov

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**Executive Director**

**Date:**

August 2, 2010

**Education Professional Standards Board**  
**Committee to Review Admissions and Clinical Experiences for Pre-Service Programs**

**REPORT OF RECOMMENDATIONS**

**August 2, 2010**

During the January 2010 meeting of the Education Professional Standards Board (EPSB), the Committee to Review Admissions and Clinical Experiences (CRACE) was established and committee members appointed. The EPSB charged CRACE with identifying best practices regarding admissions and clinical experiences for teacher candidates. The committee shall provide recommendations to the EPSB on ways to incorporate these best practices into all of Kentucky's accredited teacher preparation programs. Once the committee recommendations have been reviewed and approved by the EPSB, regulatory changes will be implemented, and program guidelines will be revised and updated to reflect how colleges and universities should prepare effective educators.

**Objectives**

Following a review of related research and current practice by institutions (both in and outside of Kentucky), the committee shall bring forth recommendations in the following areas:

1. Determining, prior to admission to a preparation program, that all new teacher candidates have adequate skills in math and writing.
2. Selecting new teacher candidates who demonstrate the critical dispositions and attributes necessary to be adaptive and innovative in the classroom of the 21<sup>st</sup> century.
3. Providing throughout the entire preparation program enhanced field experiences that permit teacher candidates to put academic theory into meaningful practice.
4. Providing high quality mentoring for those entering teaching via an alternative route.
5. Determining the feasibility of a year-long residency experience that is designed to complement KTIP.

The work of CRACE began with a discussion of admission issues, review of various research literature, and regulations 16 KAR 5:020 and 5:040 admission to educator preparation and student teaching and 16 KAR 9:080 alternative certification along with KRS 161.042 student teaching. Staff from Legal Services and Professional Learning and Assessment met with the committee to discuss Praxis and legal issues.

One of the main challenges facing higher education relates to raising the admission standards to teacher preparation in order to attract qualified candidates. The committee reviewed current standards required for admission to a program. It also reviewed how foreign countries select teacher candidates, leading to a discussion on how to attract to the teaching profession the top ten percent of those entering college. A very difficult question for everyone was if admission standards are raised, will institutions of higher education (IHE) be prepared to turn away students? Raising standards to increase the quality of candidates could have a negative impact on institutions, P-12 school districts, and candidate supply. Although the committee is aware of the

possible consequences of raising standards, members know from research that teacher quality is the most important factor influencing student achievement.

Another major focus of the committee relates to field and clinical experiences that can determine the success of future reform efforts in educator preparation. Research supports the colleges and universities' need to expose candidates to difficult placements early in teacher preparation. Through such challenging experiences candidates can make an educated decision about entering the teaching profession before it is too late. Field and clinical experiences are dependent on locations that can sometimes be impacted by layers of district bureaucracy. District constraints can also prevent candidates from having the most qualified supervising teachers during field experiences. In addition, some candidates need a stronger support system for a much longer time in order to develop their potential.

The committee would like to encourage districts to become true partners with IHEs. Changes have occurred since 2009 as a result of the redesign of the master's and principal programs. IHEs have developed collaborative partnerships with districts in which they share responsibility for the advanced preparation of teachers and school leaders; yet IHEs struggle with getting districts to understand that inexperienced teachers should not be placed in the most struggling schools, working only with the most struggling students. Candidates become disillusioned when they are placed in the most difficult teaching environments during their first year of teaching. New teachers should have strong mentoring experiences and supportive environments.

All educator preparation programs need to be more innovative and consistent in the preparation of teachers, removing the necessity for districts to "re-educate" new teachers. If the entire college or university is responsible for preparing teachers, then that should include promoting the teaching profession and recruiting the most qualified candidates.

Twenty-First Century knowledge and skills are emphasized in the recommendations with a focus on collaboration, critical thinking, communication, and creativity; however, the 21st Century Skills encompass more than the four "Cs." IHEs should also emphasize the following as important strategies for preparing pre-service candidates:

- a) Integrate "teach for understanding" principles: differentiate to reach all children, especially those at most risk.
- b) Create rich clinical experience: engage in creating instruction aligned with state curriculum standards, effectively interpreting assessment results from a range of assessment strategies (formative, collections of student work, curriculum-embedded, summative) responding to students' learning needs and cultivating a passion for learning.
- c) Create vibrant learning communities and peer mentoring networks: pursue continuous learning opportunities and embrace career-long learning as a professional ethic.
- d) Research the role of content pedagogy in developing higher order thinking skills: embed in instruction the application of appropriate technology-enabled tools and teaching strategies to support instructional methods; group problem-solving; critical thinking; and financial, business, and information literacy.

Finally, the committee discussed professional development schools and year-long residency programs that connect theoretical learning with practice. The clinical laboratory model is a

national movement that a number of Kentucky colleges and universities are already using in modified formats. We are in agreement with AACTE that strong clinical practice can be linked to P-12 student achievement, teacher retention, and a teacher's sense of preparedness.



**Committee to Review Admissions and Clinical Experiences for Pre-Service Programs**  
**RECOMMENDATIONS**

**August 2, 2010**

**Objective 1: Determining, prior to admission to a preparation program, that all new teacher candidates have adequate skills in math and writing.**

**(Undergraduate, Initial):**

- a) Require an ACT composite of 22 with minimum subscores of 19 in Math for credit bearing non-algebra (22 for college algebra); 18 in English; and 20 in Reading (The subscores are somewhat parallel with the Council on Postsecondary Education's requirements in Regulation 13 KAR 2:020 Guidelines for admission to state-supported postsecondary education institutions in Kentucky)
- b) Replace the PPST as an admission test option with an assessment aligned with the new Kentucky Core Academic Standards (The new assessment must include math, writing, and reading.)
- c) Raise the minimum GPA 2.75 to 3.00 by the 2016-17 school year
- d) Determine that candidates exhibit acceptable levels of competency in oral and written communication skills

**(Graduate, Initial) Requirements:**

- a) Evidence of a bachelor's degree with a minimum 3.00 undergraduate GPA from an accredited institution OR graduate degree from an accredited institution OR graduate entrance exams at the 50<sup>th</sup> percentile (GRE combined score at the 50<sup>th</sup> percentile)
- b) Praxis II passing score in content areas (exclude LBD/MSD/ESL)
- c) Transcript review/proficiency evaluation (previous work experience, professional recommendations, and other school experiences) to determine program of study (curriculum contract/guidesheet development)
- d) A writing assessment
- e) Interview

**Objective 2: Selecting new teacher candidates who demonstrate critical dispositions and attributes necessary to be adaptive and innovative in the classroom of the 21<sup>st</sup> Century.**

- a) Ensure that the process of using evidence-based tool(s) to assess dispositions is accurate, fair, and consistent.
- b) Screening for dispositions associated with effective teachers prior to formal admission of candidates must include attributes for 21<sup>st</sup> Century Skills and NCATE dispositions.
- c) Evidence of appropriate dispositions should be documented before completion of the program.

- d) Have candidates sign a commitment to the Professional Code of Ethics and undergo a criminal records check.

**Objective 3: Providing throughout the entire preparation program enhanced field experiences that permit teacher candidates to put academic theory into meaningful practice.**

- a) Districts and institutions of higher education (IHEs) will work together through MOAs to co-create and co-deliver placements (to include IHE supervisor and mentor teacher) and field activities (to include opportunities to teach prior to student teaching) that will include effective mentoring components, integration of Kentucky Teacher Standards (KTS), and Kentucky Teacher Internship Program (KTIP) tasks throughout the program.
- b) IHEs should incorporate into the curriculum 200 hours of mentored field experiences in the school community prior to student teaching for undergraduate candidates and 100 mentored hours prior to the professional term for graduate candidates.
- c) IHEs should be able to show evidence of candidates' impact on student achievement during the professional term (student teaching).
- d) Incentives (such as Teacher Mentor certification and/or professional development credit for mentor training) should be provided for teachers to participate as mentors.
- e) The mentor teacher (the person who works with a pre-service candidate) should be a certified teacher who is recommended collaboratively by the IHE and the district.
- f) Good field experiences should meet the following criteria:
  - Be aligned with the Kentucky Teacher Standards
  - Be sequenced and developmental (including opportunities to teach before student teaching)
  - Include effective mentoring,
  - Be systematic, coordinated, and mutually beneficial to the districts/IHEs/candidates
  - Be supervised by the IHE in collaboration with the district,
  - Include assessment of candidate competencies
  - Be codified in written policies such as handbooks
- g) The EPSB should encourage and support IHEs to create pilot models to enhance field experiences that would include a biennial report on results.
- h) There should be incentives (such as course substitution, prospective job placement, etc.) for candidates to participate in pilot preparation models.

**Objective 4: Providing high quality mentoring for those entering teaching via an alternative route; Admission Criteria and Mentoring for Alternate Route (Option 6) Candidates**

**Admission Requirements:**

- a) Evidence of a bachelor's degree with a minimum 3.00 undergraduate GPA from an accredited institution OR graduate degree from an accredited institution OR graduate entrance exams at the 50<sup>th</sup> percentile (GRE combined score at the 50<sup>th</sup> percentile)

- b) Praxis II passing score in content areas (exclude LBD/MSD/ESL)
- c) Transcript review/proficiency evaluation (previous work experience, professional recommendations, and other school experiences) to determine program of study (curriculum contract/guidesheet development)
- d) A writing assessment
- e) Interview
- f) Screening for dispositions associated with effective teachers, including NCATE dispositions and attributes for 21<sup>st</sup> Century Skills
- g) Signed commitment to the Professional Code of Ethics and a clean criminal records check
- h) Full implementation of 16 KAR 9:080 regarding mentoring

**Objective 5: Determining the feasibility of a year-long residency experience that is designed to complement KTIP.**

- a) The EPSB should encourage and support IHEs to create pilot models to enhance field experiences and report the results to the Board.
- b) The EPSB should study or commission a study on emerging residency models within the state and around the nation, including those that are in the pilot mode or fully operational.

**Other recommendations that do not necessarily fit under any objective:**

- a) All IHEs should address relevant and current legislative P-20 requirements.
- b) IHEs should demonstrate where content literacy skills, 21<sup>st</sup> Century Skills, and essential dispositions and attributes are incorporated throughout the preparation programs as part of the knowledge, skills, and/or dispositions required for teachers.
- c) The EPSB should develop and make available to colleges and universities innovative mentoring modules to train P-12 and IHE faculty who serve the alternate route (Option 6) candidates.
- d) The EPSB should establish a group to evaluate the possibility of a STEM composite certification for high school and middle school.
- e) IHEs should provide authentic field experience opportunities that may include campus-based and/or laboratory settings, total immersion, virtual professional learning communities, use of simulations, case studies, teaching clinics, peer observation, instructional rounds, co-teaching, and analysis.



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KRS 161.042 Status of student teachers

13 KAR 2:020 Guidelines for admission to the state-supported postsecondary education  
Institutions in Kentucky

16 KAR 5:020 Standards for admission to educator preparation

16 KAR 5:040 Admission, placement, and supervision in student teaching

16 KAR 9:080 University-based alternative certification program

**Guest Presentations:**

Professional Learning and Assessment

Legal Services

**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Action Item, Waiver A**

**Action Item:**

Waiver of the Cooperating Teacher Eligibility Requirements

**Applicable Regulation:**

16 KAR 5:040, Section 4 and 6 (2)

**Applicable Goal:**

Goal I: Every approved educator preparation program meets or exceeds all accreditation standards and prepares knowledgeable, capable teachers and administrators who demonstrate effectiveness in helping all students reach educational achievement.

**Issue:**

Should the Education Professional Standards Board (EPSB) grant a waiver of the cooperating teacher eligibility requirements?

**Background:**

Dr. Mary John O’Hair, Dean, College of Education at the University of Kentucky (UK), is requesting a waiver of Regulation 16 KAR 5:040, Section 4 “The ratio of student teachers to cooperating teachers shall be one (1) to one (1)”; and Section 6 (2) “Each educator preparation institution shall provide a full professional semester ...in school settings that correspond to the grade levels and content area of the student teacher’s certificate program.” This is a unique request in that no college or university has ever asked to waive Sections 4 and 6 of this regulation.

UK is closing its section of the Dance Education Program and wants to ensure that current candidates be given the opportunity to complete the program. In the Central Kentucky area there is a limited number of dance teachers who can serve as cooperating teachers and meet the regulatory requirements. The university has made special arrangements with Western Middle Visual and Performing Arts Magnet School in Jefferson County Public Schools (JCPS) for the dance candidate.

The waiver would allow Susan Sharp to serve as the cooperating teacher for UK’s dance candidate during the fall 2010 semester. Ms Sharp meets all of the requirements listed in Section 2 of the regulation, and her certification is as a 1-8 elementary education teacher. Dance is not her primary area of certification, but the 1-8 certificate has deemed her qualified to teach arts and humanities and dance. Ms. Sharp will be the teacher of record, and three other certified teachers will assist with the observations and mentoring of the dance candidate. Avril Eссор-Ansine, a certified art teacher, and Eric Allen, a certified music teacher, both at Western Middle School, and Geraldene Bannister, a certified humanities teacher at Noe Middle School, will assist Ms. Sharp and UK in providing quality experiences for the dance candidate. There will also be a UK faculty member observing and monitoring the student teaching experience and providing feedback to the candidate, the cooperating teacher, and the university. (Supporting documentation is included with the staff note.)

**Alternative Actions:**

1. Approve the waiver requests of 16 KAR 5:040, Section 6 (2)
2. Deny the waiver requests of 16 KAR 5:040, Section 6 (2)

**Contact Person:**

Dr. Marilyn Troupe, Director  
Division of Educator Preparation  
(502) 564-4606  
E-mail: marilyn.troupe@ky.gov

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**Executive Director**

**Date:**

August 2, 2010

**16 KAR 5:040. Admission, placement, and supervision in student teaching.**

RELATES TO: KRS 161.020, 161.028, 161.030, 161.042

STATUTORY AUTHORITY: KRS 161.028, 161.030, 161.042

NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.028 requires that an educator preparation institution be approved for offering the preparation program corresponding to a particular certificate on the basis of standards and procedures established by the Education Professional Standards Board. KRS 161.030 requires that a certificate shall be issued to a person who has completed a program approved by the Education Professional Standards Board. KRS 161.042 requires the Education Professional Standards Board to promulgate an administrative regulation relating to student teachers, including the qualifications for supervising teachers. This administrative regulation establishes the standards for admission, placement, and supervision in student teaching.

Section 1. Definition. "Cooperating teacher" or "supervising teacher" means a teacher employed in a school in Kentucky who is contracting with an educator preparation institution to supervise a student teacher for the purpose of fulfilling the student teaching requirement of the approved educator preparation program.

Section 2. Cooperating Teacher Eligibility Requirements. (1) Except as provided in subsection (2) of this section, the cooperating teacher, whether serving in a public or nonpublic school, shall have:

- (a) A valid Kentucky teaching certificate for each grade and subject taught;
- (b) Attained Rank II certification;
- (c) At least three (3) years of teaching experience on a Professional Certificate; and
- (d) Taught in the present school system at least one (1) year immediately prior to being assigned a student teacher.

(2) If a cooperating teacher has not attained Rank II certification, the teacher shall have attained a minimum of fifteen (15) hours of approved credit toward a Rank II within a minimum period of five (5) years.

(3) Teachers assigned to a teaching position on the basis of a probationary or emergency certificate issued by the Education Professional Standards Board shall not be eligible for serving as a cooperating teacher.

(4) In selecting a cooperating teacher, the district shall give consideration to the following criteria:

- (a) A demonstrated ability to engage in effective classroom management techniques that promote an environment conducive to learning;
- (b) An ability to model best practices for the delivery of instruction;
- (c) A mastery of the content knowledge or subject matter being taught;
- (d) The demonstration of an aptitude and ability to contribute to the mentoring and development of a preservice educator;
- (e) An ability to use multiple forms of assessment to inform instruction; and
- (f) An ability to create a learning community that values and builds upon students' diverse cultures.

Section 3. Admission to Student Teaching. In addition to the appropriate sections of the National Council for Accreditation of Teacher Education (NCATE) standards which are incorporated under 16 KAR 5:010, each educator preparation institution shall determine minimum standards for admission to student teaching which shall include the procedures

established in this section. Admission to student teaching shall include a formal application procedure for each teacher candidate.

(1) A record or report from a valid and current medical examination, which shall have included a tuberculosis test, shall be placed on file with the admissions committee.

(2) Prior to and during the student teaching experience, the teacher candidate shall adhere to the Professional Code of Ethics for Kentucky School Personnel established in 16 KAR 1:020.

Section 4. Teacher-student Ratio. The ratio of student teachers to cooperating teachers shall be one (1) to one (1).

Section 5. College Supervisor. (1) The college supervisor shall make periodic observations of the student teacher in the classroom and shall prepare a written report on each observation and share it with the student teacher.

(2) The observation reports shall be filed as a part of the student teacher record and also used as a validation of the supervisory function.

(3) A student teacher shall receive periodic and regular on-site observations and critiques of the actual teaching situation a minimum of four (4) times excluding seminars and workshops.

(4) The college supervisors shall be available to work with the student teacher and personnel in the cooperating school regarding any problems that may arise relating to the student teaching situation.

Section 6. Professional Experience. (1) In addition to the appropriate NCATE standards incorporated by reference under 16 KAR 5:010, the educator preparation institution shall provide an opportunity for the student teacher to assume major responsibility for the full range of teaching duties in a real school situation under the guidance of qualified personnel from the educator preparation institution and the cooperating elementary, middle, or high school. In placing the student teachers in classroom settings, the educator preparation program and the school district shall make reasonable efforts to place student teachers in settings that provide experiences, situations, and challenges similar to those encountered by first year teachers.

(2) Each educator preparation institution shall provide a full professional semester to include a period of student teaching for a minimum of twelve (12) weeks, full day, or equivalent, in school settings that correspond to the grade levels and content area of the student teacher's certification program.

Section 7. Compensation of Cooperating Teachers. (1) The Education Professional Standards Board shall contract with the local school district, or make other appropriate arrangements, for the direct service of a cooperating teacher to each student teacher.

(2)(a) The educator preparation institution shall electronically submit a report of all cooperating teachers and their corresponding student teachers to the Education Professional Standards Board:

1. On or before October 15 for a cooperating teacher supervising a student teacher during the fall semester; or

2. On or before February 15 for a cooperating teacher supervising a student teacher during the spring semester....

**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Action Item, Waiver B**

**Action Item:**

Request for Waiver of 1/3 of Renewal Requirement for a One-Time Extension of Certificate

**Applicable Statute or Regulation:**

16 KAR 4:060, Section 1 (5) (a)

**Applicable Goal:**

Goal 2: Every professional position in a Kentucky public school is staffed by a properly credentialed educator.

**Issue:**

Should the Education Professional Standards Board waive the requirement that one-third (1/3) of the renewal requirement be completed before a one-time, one-year extension is granted?

**Background:**

Ms. Chris Clarkson is requesting a waiver of the 1/3 of renewal coursework requirement for a one-year extension of her counseling certificate. Her Provisional Certificate for Guidance Counseling, Elementary Grades K-8 expired on June 30, 2010. Ms. Clarkson has earned no graduate hours toward the nine (9) hours needed for the renewal of this certificate. Ms. Clarkson is asking for this waiver due to the sudden onset of multiple medical problems in the spring of 2010.

**Alternative Actions:**

1. Approve the waiver request
2. Do not approve the waiver request

**Contact Person:**

Mr. Michael C. Carr, Director  
Division of Certification  
(502) 564-4606  
E-mail: mike.carr@ky.gov

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**Executive Director**

**Date:**

August 2, 2010



**16 KAR 4:060. Certificate renewals and successful teaching experience.**

RELATES TO: KRS 161.020, 161.028, 161.030

STATUTORY AUTHORITY: KRS 161.028, 161.030

NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.020, 161.028, and 161.030 require that a teacher and other professional school personnel hold a certificate of legal qualification for his or her respective position to be issued upon completion of a program of preparation prescribed by the Education Professional Standards Board. KRS 161.020 provides that the validity and terms for the renewal of a certificate shall be determined by the laws and administrative regulations in effect at the time the certificate was issued. This administrative regulation establishes certificate renewal provisions and the requirements for successful teaching experience for certificate issuance and renewal.

Section 1. Certificate Renewals. (1) If the renewal of a teaching certificate requires the completion of additional academic course work in lieu of teaching experience, the credits shall be selected from the Planned Fifth-Year Program.

(2) Except as provided in KRS 161.030(3), a teaching certificate shall be issued for a duration period of five (5) years, with provision for subsequent five (5) year renewals.

(3)(a) A certificate shall be renewed for subsequent five (5) year periods upon the completion of:

1. Three (3) years of successful teaching experience as established in Section 2 of this administrative regulation; or

2. At least six (6) semester hours of credit or the equivalent in professional development defined in 16 KAR 8:020.

(b) The requirements of this subsection shall apply to teachers who have completed the Fifth Year Program renewal requirements established in 16 KAR 8:020 and 16 KAR 2:010, Section 3.

(4) The renewal requirements shall be completed by September 1 of the year of expiration of the certificate.

(5)(a) Upon expiration, a regular certificate shall be extended for **one (1) time** for the one (1) year period immediately following the expiration date upon completion of at least one-third (1/3) of the renewal requirements and upon recommendation by the employing school superintendent. The remainder of the renewal requirements shall be completed within the one (1) year period of reinstatement.

(b) Application for the extension shall be made on Form TC-2.

(6)(a) Experience in the armed forces of the United States of America shall be accepted toward the renewal of a teaching certificate in lieu of required teaching experience as established in Section 2 of this administrative regulation, if the applicant held a valid certificate prior to entering military service.

(b) The validity period of a certificate held by a person at the time of entry into the armed forces of the United States of America shall be extended for the same period of time for which it was valid at the time of entry, beginning from the date of discharge.

(7) For a certificate requiring teaching experience for renewal, experience as a substitute teacher shall be accepted in lieu of required teaching experience as established in Section 2 of this administrative regulation if the holder of the certificate:

(a) Was employed officially by the local board of education;

(b) Was paid through the board of education; and

(c) Substituted in his certification area no less than thirty (30) teaching days per semester.

(8) Work experience at the Education Professional Standards Board, Kentucky Department of Education, or other state or federal educational agency with oversight for elementary and secondary education shall be accepted toward the renewal of a teaching certificate in lieu of teaching experience as established in Section 2 of this administrative regulation.

(9) Teaching experience at a regionally- or nationally-accredited institution of higher education in the academic subject area for which the teacher holds certification shall be accepted toward the renewal of a teaching certificate in lieu of teaching experience as established in Section 2 of this administrative regulation.

(10) Application for certification renewal shall be made on Form TC-2.

Section 2. Successful Teaching Experience for Certificate Issuance and Renewal. (1) Successful teaching experience shall be in a position directly corresponding to the type of teaching certificate for which the application is being made.

(2) A full year of experience shall include at least 140 teaching days of employment performed within the academic year.

(3) A half year of experience shall include at least seventy (70) teaching days of employment performed within an academic semester.

(4) The experience shall include employment on at least a half-time basis as defined in 16 KAR 7:010.

(5) The experience may include employment in either a public school or a regionally- or nationally-accredited nonpublic school.

(6) Experience as a home school teacher shall not be accepted as successful teaching experience.

(7) The superintendent of the employing district or chief school officer of the employing nonpublic school shall verify successful teaching experience on the certification application, Form TC-1 for initial certification or Form TC-2 for certificate renewal.

Section 3. Incorporation by Reference. (1) The following material is incorporated by reference:

(a) Form TC-1, rev. 9/2000, Education Professional Standards Board; and

(b) Form TC-2, rev. 9/2000, Education Professional Standards Board.

(2) This material may be inspected, copied, or obtained, subject to applicable copyright law, at the Education Professional Standards Board, 100 Airport Road, 3rd Floor, Frankfort, Kentucky 40602, Monday through Friday, 8 a.m. to 4:30 p.m. (SBE 42.821, .825, .826, .882, .887; 1 Ky.R. 495; eff. 3-12-75; Am. 5 Ky.R. 602; eff. 3-7-79; 11 Ky.R. 628; eff. 11-13-84; 23 Ky.R. 3922; eff. 7-2-97; 24 Ky.R. 1947; 2372; eff. 5-18-98; 28 Ky.R. 248; 626; eff. 9-5-2001; recodified from 704 KAR 20:060, 7-2-2002.)



**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Action Item, Waiver C**

**Action Item:**

Request for Waiver of 15 New Graduate Hours for the Initial 5-Year Renewal of a Certificate

**Applicable Statute or Regulation:**

16 KAR 2:010 Section 3 (2)

**Applicable Goal:**

Goal 2: Every professional position in a Kentucky public school is staffed by a properly credentialed educator.

**Issue:**

Should the Education Professional Standards Board waive the requirement of 15 new graduate hours applicable to the fifth-year program for the initial five-year renewal of a certificate?

**Background:**

Ms. Amber King is requesting a waiver of the requirement for fifteen new graduate hours leading toward a fifth-year program as outlined in 16 KAR 2:010. Her Professional Certificate for Teaching Social Studies and English, Grades 5-9, expired on June 30, 2010, and Ms. King is requesting a waiver due to a series of medical circumstances that prevented her from completing these hours during the six-year period from 2004-2010. Ms. King was granted a one-time, one-year extension for the 2009-10 school year as permitted by regulation; however, she was unable to complete further course work due to illness which also resulted in her not being able to work during this past school year.

Her supporting materials and documentation are under separate cover.

**Alternative Actions:**

1. Approve the waiver request
2. Do not approve the waiver request

**Contact Person:**

Mr. Michael C. Carr, Director  
Division of Certification  
(502) 564-4606  
E-mail: mike.carr@ky.gov

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Executive Director

**Date:**

August 2, 2010



**16 KAR 2:010. Kentucky teaching certificates.**

RELATES TO: KRS 158.6451, 161.020, 161.028(1), 161.030

STATUTORY AUTHORITY: KRS 161.028(1)(a), (b), (f), 161.030

NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.028(1)(a) requires the Education Professional Standards Board to establish the standards for obtaining and maintaining a teaching certificate. KRS 161.028(1)(b) requires the board to set standards for programs for the preparation of teachers and other professional school personnel. KRS 161.028(1)(f) requires the board to issue and renew any certificate. This administrative regulation establishes the Kentucky certification to be issued for teaching positions.

Section 1. Definitions. (1) "Approved program of preparation" means a program which has been approved by the Education Professional Standards Board under 16 KAR 5:010 for a specific certification or which has been approved for certification by the state education agency of another state.

(2) "Assessments" means the tests of knowledge and skills authorized by KRS 161.030 and established in 16 KAR 6:010.

(3) "Base certificate" means a stand-alone license to teach which encompasses authorization to teach introductory and interdisciplinary courses in related fields.

(4) "Beginning teacher internship" means one (1) year of supervision, assistance, and assessment required by KRS 161.030 and established in 16 KAR 7:010.

(5) "Certificate endorsement" means an addition to a base or restricted base certificate, which is limited in scope and awarded on the basis of completion of an endorsement program or a combination of educational requirements, assessments and experience as outlined in Section 5 of this administrative regulation.

(6) "Certificate extension" means an additional base or restricted base certificate in a content area or grade range.

(7) "Experienced teacher standards" means the standards established in 16 KAR 1:010 that identify what an effective experienced teacher shall know and do.

(8) "New teacher standards" means the standards established in 16 KAR 1:010 that identify what a new teacher shall know and be able to do.

(9) "Professional teaching certificate" means the document issued to:

(a) An individual upon successful completion of the beginning teacher internship; or

(b) An applicant for whom the testing and internship requirement is waived under KRS 161.030 based on preparation and experience completed outside Kentucky.

(10) "Provisional teaching certificate" means the document issued to an individual for the duration of the beginning teacher internship program.

(11) "Restricted base certificate" means a stand-alone license to teach in a specific subject area of certification which is the only subject area that can be taught under this limited certificate.

(12) "Statement of eligibility" means the document issued to an applicant upon completion of an approved program of preparation and successful completion of the assessments.

Section 2. Certificate Issuance. (1) A statement of eligibility for a provisional teaching certificate shall be issued to an applicant who has successfully completed:

(a)1. At least a bachelor's degree with:

a. A cumulative grade point average of 2.50 on a 4.0 scale; or

b. A grade point average of 3.00 on a 4.0 scale on the last sixty (60) hours of credit completed, including undergraduate and graduate coursework; or

2. As required by Section 4(2)(g)6 and (4)(e) of this administrative regulation, a master's degree with:

a. A cumulative grade point average of 2.50 on a 4.0 scale; or

b. A grade point average of 3.00 on a 4.0 scale on the last sixty (60) hours of credit completed, including undergraduate and graduate coursework;

(b) An approved program of preparation; and

(c) The assessments corresponding to the certificate identified in Section 4 of this administrative regulation for which application is being made.

(2) Upon confirmation of employment in an assignment for the grade level and specialization identified on a valid statement of eligibility, a Provisional Teaching Certificate shall be issued for the duration of the beginning teacher internship established under KRS 161.030.

(3) Upon successful completion of the internship, a Professional Teaching Certificate shall be issued, valid for a four (4) year period.

Section 3. Professional Teaching Certificate Renewal. (1) The renewal shall require completion of a fifth-year program of preparation which is consistent with:

(a) The experienced teacher standards established in 16 KAR 1:010; or

(b) The standards adopted by the Education Professional Standards Board for a particular professional education specialty and established in an applicable administrative regulation.

(2) The first five (5) year renewal shall require:

(a) Completion of a minimum of fifteen (15) semester hours of graduate credit applicable to the fifth-year program established in 16 KAR 8:020 by September 1 of the year of expiration of the certificate; or

(b) Completion of the professional development plan and a partial portfolio for the continuing education option established in 16 KAR 8:030.



**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Action Item, Alternative Route to Certification Application A**

**Action Item:**

Alternative Route to Certification Application

**Applicable Statutes and Regulation:**

KRS 161.028, 161.030, 161.048  
16 KAR 9:010

**Applicable Goal:**

Goal II: Every professional position in a Kentucky public school is staffed by a properly credentialed educator.

**Issue:**

Should the Education Professional Standards Board approve the alternative route to certification application?

**Background:**

The following individual is requesting certification on the basis of exceptional work experience:

Harlina Churn-Diallo, Dance, All Grades

The application is under separate cover.

**Alternative Actions:**

1. Approve the alternative route to certification application
2. Modify and approve the alternative route to certification application
3. Do not approve the alternative route to certification application

**Contact Person:**

Mr. Michael C. Carr, Director  
Division of Certification  
(502) 564-4606  
E-mail: mike.carr@ky.gov

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**Executive Director**

**Date:**

August 2, 2010



## **16 KAR 9:010. Professional certificate for exceptional work experience, limited to secondary education.**

RELATES TO: KRS 161.028, 161.030, 161.048

STATUTORY AUTHORITY: KRS 161.028, 161.030, 161.048

NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.048 establishes the eligibility requirements for a candidate seeking to participate in an alternative teacher preparation program. This administrative regulation establishes the requirements for issuance and renewal of a professional certificate for secondary education based on exceptional work experience.

Section 1. Definitions. (1) "Exceptional work experience" means a person with recognized superiority as compared with others in rank, status, and attainment or superior knowledge and skill in comparison with the generally accepted standards in the area in which certification is sought.

(2) "Secondary education" means the area in which certification is sought in a subject taught in grades 9 - 12 in a Kentucky school.

Section 2. Verification of exceptional qualifications of an applicant for certification, in a field of endeavor taught or service practiced in a public school of Kentucky, shall include:

(1) Sufficient documentation that demonstrates to the local school district and the Education Professional Standards Board that an applicant is one who has exceptional work experience as defined in Section 1 of this administrative regulation and has talents and abilities commensurate with the new teacher standards, established in 16 KAR 1:010;

(2) Documentation of achievement that may include advanced degrees earned, distinguished employment, evidence of related study or experience, publications, professional achievement, or recognition attained for contributions to an applicant's field of endeavor; and

(3) Recommendations from professional associations, former employers, professional colleagues, or any other individual or group whose evaluations shall support exceptional work in the field.

Section 3. Certification Requirements. An eligible candidate who meets the requirements of KRS 161.048(1) and character and fitness review established in KRS 161.040 shall be issued the provisional certificate, limited to secondary education and valid for one (1) year. Upon successful completion of the Kentucky Teacher Internship Program as established in KRS 161.030(5) to (8), the professional certificate, limited to secondary education, shall be issued and shall be valid for an additional four (4) years.

Section 4. Renewal Requirements. Each five (5) year renewal of the professional certificate identified in Section 3 of this administrative regulation shall meet the renewal requirements established in 16 KAR 4:060. (25 Ky.R. 1283; Am. 1602; eff. 1-19-99; recodified from 704 KAR 20:720, 7-2-2002.)



**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Action Item, Alternative Route to Certification Application B**

**Action Item:**

Alternative Route to Certification Application

**Applicable Statutes and Regulation:**

KRS 161.028, 161.030, 161.048  
16 KAR 9:010

**Applicable Goal:**

Goal II: Every professional position in a Kentucky public school is staffed by a properly credentialed educator.

**Issue:**

Should the Education Professional Standards Board approve the alternative route to certification application?

**Background:**

The following individual is requesting certification on the basis of exceptional work experience:

Antoinette Crawford-Willis, Dance, All Grades

The application is under separate cover.

**Alternative Actions:**

1. Approve the alternative route to certification application
2. Modify and approve the alternative route to certification application
3. Do not approve the alternative route to certification application

**Contact Person:**

Mr. Michael C. Carr, Director  
Division of Certification  
(502) 564-4606  
E-mail: mike.carr@ky.gov

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**Executive Director**

**Date:**

August 2, 2010



## **16 KAR 9:010. Professional certificate for exceptional work experience, limited to secondary education.**

RELATES TO: KRS 161.028, 161.030, 161.048

STATUTORY AUTHORITY: KRS 161.028, 161.030, 161.048

NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.048 establishes the eligibility requirements for a candidate seeking to participate in an alternative teacher preparation program. This administrative regulation establishes the requirements for issuance and renewal of a professional certificate for secondary education based on exceptional work experience.

Section 1. Definitions. (1) "Exceptional work experience" means a person with recognized superiority as compared with others in rank, status, and attainment or superior knowledge and skill in comparison with the generally accepted standards in the area in which certification is sought.

(2) "Secondary education" means the area in which certification is sought in a subject taught in grades 9 - 12 in a Kentucky school.

Section 2. Verification of exceptional qualifications of an applicant for certification, in a field of endeavor taught or service practiced in a public school of Kentucky, shall include:

(1) Sufficient documentation that demonstrates to the local school district and the Education Professional Standards Board that an applicant is one who has exceptional work experience as defined in Section 1 of this administrative regulation and has talents and abilities commensurate with the new teacher standards, established in 16 KAR 1:010;

(2) Documentation of achievement that may include advanced degrees earned, distinguished employment, evidence of related study or experience, publications, professional achievement, or recognition attained for contributions to an applicant's field of endeavor; and

(3) Recommendations from professional associations, former employers, professional colleagues, or any other individual or group whose evaluations shall support exceptional work in the field.

Section 3. Certification Requirements. An eligible candidate who meets the requirements of KRS 161.048(1) and character and fitness review established in KRS 161.040 shall be issued the provisional certificate, limited to secondary education and valid for one (1) year. Upon successful completion of the Kentucky Teacher Internship Program as established in KRS 161.030(5) to (8), the professional certificate, limited to secondary education, shall be issued and shall be valid for an additional four (4) years.

Section 4. Renewal Requirements. Each five (5) year renewal of the professional certificate identified in Section 3 of this administrative regulation shall meet the renewal requirements established in 16 KAR 4:060. (25 Ky.R. 1283; Am. 1602; eff. 1-19-99; recodified from 704 KAR 20:720, 7-2-2002.)



**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Action Item, Alternative Route to Certification Application C**

**Action Item:**

Alternative Route to Certification Application

**Applicable Statutes and Regulation:**

KRS 161.028, 161.030, 161.048  
16 KAR 9:010

**Applicable Goal:**

Goal II: Every professional position in a Kentucky public school is staffed by a properly credentialed educator.

**Issue:**

Should the Education Professional Standards Board approve the alternative route to certification application?

**Background:**

The following individual is requesting certification on the basis of exceptional work experience:

Sheri Lynn Gregory, Theatre, All Grades

The application will be sent under separate cover.

**Alternative Actions:**

1. Approve the alternative route to certification application
2. Modify and approve the alternative route to certification application
3. Do not approve the alternative route to certification application

**Contact Person:**

Mr. Michael C. Carr, Director  
Division of Certification  
(502) 564-4606  
E-mail: mike.carr@ky.gov

---

Executive Director

**Date:**

August 2, 2010



## **16 KAR 9:010. Professional certificate for exceptional work experience, limited to secondary education.**

RELATES TO: KRS 161.028, 161.030, 161.048

STATUTORY AUTHORITY: KRS 161.028, 161.030, 161.048

NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.048 establishes the eligibility requirements for a candidate seeking to participate in an alternative teacher preparation program. This administrative regulation establishes the requirements for issuance and renewal of a professional certificate for secondary education based on exceptional work experience.

Section 1. Definitions. (1) "Exceptional work experience" means a person with recognized superiority as compared with others in rank, status, and attainment or superior knowledge and skill in comparison with the generally accepted standards in the area in which certification is sought.

(2) "Secondary education" means the area in which certification is sought in a subject taught in grades 9 - 12 in a Kentucky school.

Section 2. Verification of exceptional qualifications of an applicant for certification, in a field of endeavor taught or service practiced in a public school of Kentucky, shall include:

(1) Sufficient documentation that demonstrates to the local school district and the Education Professional Standards Board that an applicant is one who has exceptional work experience as defined in Section 1 of this administrative regulation and has talents and abilities commensurate with the new teacher standards, established in 16 KAR 1:010;

(2) Documentation of achievement that may include advanced degrees earned, distinguished employment, evidence of related study or experience, publications, professional achievement, or recognition attained for contributions to an applicant's field of endeavor; and

(3) Recommendations from professional associations, former employers, professional colleagues, or any other individual or group whose evaluations shall support exceptional work in the field.

Section 3. Certification Requirements. An eligible candidate who meets the requirements of KRS 161.048(1) and character and fitness review established in KRS 161.040 shall be issued the provisional certificate, limited to secondary education and valid for one (1) year. Upon successful completion of the Kentucky Teacher Internship Program as established in KRS 161.030(5) to (8), the professional certificate, limited to secondary education, shall be issued and shall be valid for an additional four (4) years.

Section 4. Renewal Requirements. Each five (5) year renewal of the professional certificate identified in Section 3 of this administrative regulation shall meet the renewal requirements established in 16 KAR 4:060. (25 Ky.R. 1283; Am. 1602; eff. 1-19-99; recodified from 704 KAR 20:720, 7-2-2002.)