

The actions delineated below were taken in open session of the EPSB at the September 14, 2015, special 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 Special Meeting
EPSB Offices, 100 Airport Road, 3rd Floor
Frankfort, Kentucky**

Call to Order

Chair Anthony Strong called the meeting to order at approximately 9:05 a.m. EDT.

Roll Call

The following Board members were present during the September 14, 2015, EPSB special meeting: Brandy Beardsley, Ellen Blevins, Barbara Boyd, Tolya Ellis, Robin Hebert, Leslie Fields, Donna Hedgepath, Allen Kennedy, Marie McMillen, Jay Morgan, Mary John O’Hair, Laura Schneider, Sandy Sinclair-Curry, Anthony Strong, Cassandra Webb, David Whaley, and Kimberly Young.

Board’s Mission Statement

Chair Strong reminded the Board of its mission statement by reviewing it with the Board and audience.

Report of the Chair

Appointments to the EPSB Waiver Committee

Acting Executive Director Jimmy Adams reported to the Board that during a review of the policy and procedures with some staff members, it was discovered that within the procedure for Board waiver requests a Board committee was supposed to review the waiver requests prior to Board meetings and give recommendations to the Board. He asked that the waiver committee be reestablished to review future Board waiver requests. Mr. Adams said that the committee would meet at 8:00a.m. on the day of the Board meeting to review the waiver requests.

Chair Strong asked if any Board members wanted to serve on the committee. Laura Schneider, Sandy Sinclair-Curry, and David Whaley volunteered to serve on the committee. Chair Strong appointed these members to the committee.

Executive Director Search Update

Executive Director Search Committee Chair Mary John O’Hair gave an update to the Board on the search for the EPSB Executive Director. She said that the committee interviewed semi-finalists on August 27, 2015, and selected three (3) finalists for the full Board interviews to be held in October. Of the finalists, two (2) were in-state and one (1) was out-of-state. Dr. O’Hair said that the committee members were finalizing reference checks before names were released.

Dr. Strong said that the committee would develop questions and share them with the Board prior to the interviews. He announced a special meeting to conduct executive director interviews on

Sunday, October 11, at 5:00 p.m. at the EPSB offices. Dr. Strong said that some EPSB staff asked if they could provide the Board input on the candidates which had been done in past executive director searches. The Board agreed to allow Dr. Strong to work with staff to provide Board input on the finalists.

Information/Discussion Item

16 KAR 1:030. Procedures for Certificate Revocation, Suspension, Reinstatement, and Reissuance, and Application Denial; Amendment, Notice of Intent

Mr. Michael Head reviewed the flow chart with the Board as it related to the proposed regulation amendment, and then Staff Attorney Cassie Trueblood reviewed the current disciplinary process with the Board.

Board discussion ensued and Chair Strong summarized the discussion. If the Board adopted the proposed new process, the following may occur:

- * Board would receive more information from staff
- * lengthier meetings
- * more options on how to settle a case prior to sending a notice of hearing
- * increased options for certificate holders to come back to the Board with another agreed order
- * reorganization of legal services

The Board discussed whether or not anonymous complaints should be allowed. During Board discussion, the Board agreed not to allow for anonymous complaints.

The Board discussed at length whether or not a notation should be placed on certificates that had been suspended or revoked. During discussion the Board agreed upon the following:

If a certificate is revoked then there will be a notation on the certificate that the certificate was revoked. If a certificate is suspended then the dates of the suspension would be notated on the certificate. The notation would appear on the printed and electronic form of the certificate during the dates that the suspension was effective. An administrative communication with school districts outside of the period of effectiveness would occur so that if a certificate was retroactively suspended or after the suspension had been completed that information could be accessed by superintendents and human resource personnel. This administrative communication would not be in the regulation.

The Board discussed if certificate holders could request a hearing date be set. During Board discussion the Board decided that a certificate holder who had an informal complaint filed against him or her could petition the Board for a hearing, and the Board may issue a notice of hearing or set the hearing.

Mr. Head said that he would update the language in the proposed regulation amendment based upon the Board discussion. He would also ask LRC for a cursory review of the regulation for any language changes that may be necessary. This information item will be presented again for a first reading at the October 12, 2015, Board meeting. An opportunity for feedback from stakeholders will be given after the revisions. A second reading and action item will be presented at the next regular Board meeting.

Motion made by Ms. Sandy Sinclair-Curry, seconded by Ms. Laura Schneider, to adjourn the meeting.

Vote: *Unanimous*

Meeting adjourned at 2:30p.m.