

EPSB Mission Statement

The Education Professional Standards Board, in full collaboration and cooperation with its education partners, promotes high levels of student achievement by establishing and enforcing rigorous professional standards for preparation, certification, and responsible and ethical behavior of all professional educators in Kentucky.

**EPSB Meeting Agenda
EPSB Offices
100 Airport Road, 3rd Floor, Frankfort, KY 40601**

Monday, October 8, 2018

EPSB Waiver Committee

8:30 AM ET – EPSB Conference Room B

EPSB Regular Meeting Agenda

9:00 AM ET – EPSB Conference Room A

Call to Order

Swearing In of New Board Members

Roll Call

Open Speak

Approval of Consent Items

- A. Approval of August 20, 2018, EPSB Meeting Minutes
- B. Board Approval for “Be the Elephant”: Preventing Sexual Harassment and Abuse of Students by Education Personnel (Ms. Chelsea Young)
- C. Waiver of Student Teacher Placement for Alexis Gamblin (Ms. Cathy Jackson)
- D. Emergency Noncertified Personnel (Mr. Daniel Clark)

Report of the Commissioner

- A. Report from the Education and Workforce Development Cabinet
- B. Report from the Council on Postsecondary Education
- C. Report of the Associate Commissioner
- D. Senate Bill 1 Report
- E. Other Updates

Report of the Chair

- A. Recognition of Former Board Members
- B. Appointment to the Waiver Committee

Information/Discussion Items

- A. New Regulation: Professional Certificates for Advanced Educational Leadership, Notice of Intent (Ms. Trueblood, Dr. Eve Proffitt)

Action Items

- A. 16 KAR 2:210 Provisional and Professional Certificate for Orientation and Mobility Specialist (Ms. Trueblood, Ms. Allison Bell)
- B. 16 KAR 9:040 Part-time Adjunct Instructor Certificate, Amendment (Ms. Trueblood, Ms. Hord)
- C. 16 KAR 2:100 Junior Reserve Officers Training Corps, Amendment (Ms. Trueblood, Ms. Crystal Hord)
- D. Revised Certification Applications (Ms. Hord)

Waivers

- A. 16 KAR 9:080. Request to Waive Section 3(d)(1) of University-based Alternative Certification Program, University of Louisville (Ms. Bell)
- B. 16 KAR 2:120. Request to Waive Emergency Certificate Requirements for Kristie Combs (Ms. Crystal Hord)
- C. 16 KAR 2:120. Request to Waive Emergency Certificate Requirements for Justin Newby (Ms. Hord)
- D. 16 KAR 9:040. Request to Waive GPA Requirement for Adjunct Instructor Certification for Lara Vest (Ms. Hord)
- E. 16 KAR 4:030. Request to Waive Out of State Certificate Requirement for Devon Horton (Ms. Hord)
- F. 16 KAR 3:010. Request to Allow Other Administrative Experience to Meet Requirements for Issuance of Superintendent Certification for Robert Meuret (Ms. Hord)
- G. 16 KAR 8:020. Request to allow a Master's of Rehabilitation Counseling to Count for a Rank Change for Linda Denison (Ms. Hord)

Alternative Route to Certification Applications

- A. Latrise Chatman- Business and Marketing Education, Grades 5-12 (Ms. Hord)
- B. Patricia Nance- Middle School Science, Grades 5-9 (Ms. Hord)

Board Comments

Closed Session Review

Following a motion in open session pursuant to KRS 61.810 (1) (c) and (1)(j), it is anticipated that the Board will move into closed session to conduct a character and fitness review and to review potential actions relating to complaints and reports. The board will also review pending litigation.

Case Decisions

Following the closed session review, the board shall move into open session. All decisions will be made in open session.

Adjournment

Next Regular Meeting:

December 10, 2018

The actions delineated below were taken in open session of the EPSB at the August 20, 2018, 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)

Minutes

EPSB Offices, 100 Airport Road, 3rd Floor

August 20, 2018

Frankfort, Kentucky

Call to Order

Chair Sarah Burnett called the meeting to order at 9:00 a.m. ET. She read the mission statement to the Board and audience.

Swearing in of New Board Members

All Board members were sworn in by Judge Debra Hembree Lambert, Kentucky Court of Appeals. Melissa Bell, Sarah Burnett, Kim Chevalier, Tolya Ellis, David Graham, Donna Hedgepath, Justin Mitchell, Brad Montell, Daniel Morgan, Ellen Murphy, Dustin Phelps, Sherry Powers, Derrick Ramsey, Shad Sletto, Steven Thomas, and Rachel Watson.

Roll Call

The following Board members were present during the August 20, 2018, EPSB meeting: Melissa Bell, Sarah Burnett, Kim Chevalier, Tolya Ellis, David Graham, Donna Hedgepath, Justin Mitchell, Brad Montell, Daniel Morgan, Ellen Murphy, Dustin Phelps, Sherry Powers, Derrick Ramsey, Shad Sletto, Steven Thomas, and Rachel Watson.

Open Speak

There were two requests for Open Speak.

Mike Carr: Mr. Carr shared his perspective of the Educational Professional Standards Board.

Dr. Yolee Carter: Dr. Carter shared dialogue around supporting teachers and master's education.

Approval of Consent Items

Approval of June 18, 2018, EPSB Meeting Minutes

Approval of Morehead State University Program: Biological Science 8-12, Chemistry 8-12, Earth Science 8-12, Mathematics 8-12, and Physics 8-12 (Undergraduate Initial)

2018-031

Motion made by Mr. Shad Sletto, seconded by Mr. Daniel Morgan, to approve the consent agenda items.

Vote: *Unanimous*

Ms. Allison Bell congratulated representatives of Morehead State University for the approval of their programs.

Report of the Executive Director

Report from the Kentucky Department of Education

Dr. Wayne Lewis spoke briefly about the important work occurring at the Kentucky Department of Education.

Report from the Secretary of Education and Workforce Development.

Secretary Derrick Ramsey discussed the work of the Education and Workforce Development Cabinet.

Report from the Council on Postsecondary Education

Ms. Melissa Bell provided an update from the Council on Postsecondary Education.

Report of the Associate Commissioner of Educator Licensure and Effectiveness

An Annual Report was provided to the Board with an emphasis on meeting goals. Mr. Rob Akers commended the staff for their work.

Report of the Chair

Chair Burnett stated it was an honor to serve in the role as Chair and looked forward to working with Dr. Hedegepath and the rest of the Board to continue the important work of the Education Professional Standards Board.

Information/Discussions Items

Awarded Contracts

Associate Commissioner Akers reported all contracts are currently being updated to reflect the reorganization of the July 23rd Executive Order.

Financial Report

A Financial Report was provided to the Board. Associate Commissioner Akers presented an overview.

16 KAR 2:100 Junior Reserve Officers Training Corps, Amendment, Notice of Intent

Ms. Cassie Trueblood and Ms. Crystal Hord presented amendments to the regulation for the Junior Reserve Officers Training Corps. The amendments remove the senior instructor of the Junior Guard and the completion of the New to Kentucky Teacher and Substitute Teacher Orientation Modules. The amendments also remove the requirement for an applicant for certification to submit a state and criminal background check.

16 KAR 9:040 Part-time Adjunct Instructor Certificate, Amendment, Notice of Intent

Ms. Trueblood and Ms. Hord presented amendments to the regulation for the Part-time Adjunct Instructor Certificate. The amendments update the GPA requirements and remove the requirement for an applicant for certification to submit a state and criminal background check.

New Regulation Orientation and Mobility Specialist, Notice of Intent

Ms. Trueblood and Ms. Allison Bell presented a new proposed regulation for Orientation and Mobility Specialist. The proposed regulation establishes the provisional and professional certificates for orientation and mobility specialists and the requirements for obtaining and maintaining these certificates.

Action Items

Reconsideration of the Rank II Requirement for Renewal of Certification

Interim Commissioner Lewis presented the reconsideration of the Rank II Requirement for Renewal of Certification and a waiver of the requirement for Kentucky educators to obtain their Rank II. The decision to pursue Rank II will be decided by educators.

2018-032

Motion made by Mr. Sletto, seconded by Ms. Rachel Watson, to approve a waiver of the Rank II requirement for Kentucky educators and to begin removing the requirement from regulation.

Vote: *The motion passed with a majority voice vote. Dr. Donna Hedgepath and Dr. Sherry Powers voted nay.*

Accreditation of the Educator Preparation Provider and Approval of Programs, Eastern Kentucky University

Ms. Ellen Blevins, Chair of the Accreditation Audit Committee, provided information pertaining to accreditation of the Educator Preparation Provider, Eastern Kentucky University and approval for the initial and advanced level educator preparation programs.

2018-033

Motion made by Mr. Sletto, seconded by Mr. Dustin Phelps, to approve the accreditation of Eastern Kentucky University as an Education Preparation Provider

Vote: *Unanimous (Dr. Sherry Powers recused)*

2018-034

Motion made by Mr. Sletto, seconded by Mr. Phelps, to approve the initial and advanced level educator preparation programs at Eastern Kentucky University.

Vote: *Unanimous (Dr. Sherry Powers recused)*

Boyce College Temporary Authorization

Ms. Blevins presented information pertaining to the temporary authorization of Boyce College for educator preparation.

2018-035

Motion made by Mr. David Graham, seconded by Ms. Watson, to approve the temporary authorization of Boyce College for educator preparation.

Vote: *Unanimous*

Western Governors University NC-SARA Approval

Ms. Sharon Salsman presented Western Governors University's request for approval of educator preparation programs under the SARA legislation.

2018-036

Motion made by Mr. Sletto, seconded by Mr. Graham, for approval of Western Governors University's submitted educator preparation programs.

Vote: *Unanimous*

Recommendations from the UPPI Stakeholder Committee on Advanced Educational Leadership

Ms. Trueblood and Dr. Lu Young presented recommendations from the UPPI Stakeholder Committee regarding Advanced Educational Leadership.

2018-037

Motion made by Dr. Hedgepath, seconded by Mr. Graham for approval of the recommendations from the UPPI committee.

Vote: *Unanimous*

Waivers

16 KAR 3:020, 16 KAR 3:030, 16 KAR 3:050. Request to Waive Educational Leadership Policy Standards: ISLLC 2018 and Technology Standards for School Administrators, University of the Cumberlands

2018-038

*Motion made by Mr. Sletto, seconded by Mr. Graham, to approve the waiver request for University of the Cumberland*s.

Vote: *Unanimous*

16 KAR 3:050. Request to Allow Experience as a District Youth Service Center Coordinator to be Accepted in Lieu of Classroom Teaching Experience for Obtaining Initial Principal Statement of Eligibility for Michael Flynn.

2018-039

Motion made by Mr. Sletto, seconded by Dr. Hedgepath, to deny the waiver request for Michael Flynn.

Vote: *Unanimous (Dr. Sherry Powers recused)*

16 KAR 2:120. Request to Waive Emergency Certificate Requirements for Raiona Henderson

2018-040

Motion made by Mr. Sletto, seconded by Ms. Kim Chevalier to approve the waiver request for Raiona Henderson.

Vote: *Unanimous*

16 KAR 2:120. Request to Waive Emergency Certificate Requirements for Heather Howard Maggard

2018-041

Motion made by Mr. Sletto, seconded by Mr. Daniel Morgan to approve the waiver request for Heather Howard Maggard.

Vote: *Unanimous*

16 KAR 4:060. Request to Waive Educational Requirements for Renewal for Cara Mounts

2018-042

Motion made by Mr. Graham, seconded by Mr. Sletto to approve the waiver request for Cara Mounts with the condition that Ms. Mounts complete 6 hours towards an approved Rank II program.

Vote: *Unanimous (Dr. Sherry Powers recused)*

16 KAR 4:060. Request to Waive Educational Requirements for Renewal for Steven Scudder

2018-043

Motion made by Mr. Sletto, seconded by Ms. Toyla Ellis to approve the waiver request for Steven Scudder with the condition that Mr. Scudder complete 6 hours towards an approved Rank II program.

Vote: *Unanimous*

16 KAR 2:120. Request to Waive Emergency Certificate Requirements for Gabriel Burns

2018-044

Motion made by Mr. Sletto, seconded by Ms. Ellen Murphy to approve the waiver request for Gabriel Burns.

Vote: *Unanimous*

Alternative Route to Certification Applications

Dennis Allison – Earth Science, Grades 8-12

2018-045

Motion made by Ms. Chevalier, seconded by Mr. Morgan to approve the alternative route to certification request for Dennis Allison.

Vote: *The motion passed with majority voice vote. Mr. Sletto voted nay.*

Samantha Brewer – Chemistry, Grades 8-12

2018-046

Motion made by Ms. Murphy, seconded by Mr. Morgan to approve the alternative route to certification request for Samantha Brewer.

Vote: *The motion passed with majority voice vote. Mr. Sletto voted nay.*

Thomas Ryland Pope, Music, Grades K-12

2018-047

Motion made by Ms. Chevalier, seconded by Mr. Morgan to approve the alternative route to certification request for Thomas Ryland Pope.

Vote: *The motion passed with majority voice vote. Mr. Sletto voted nay.*

Jennifer Shean – Middle School Science, Grades 5-9

2018-048

Motion made by Ms. Murphy, seconded by Mr. Morgan to approve the alternative route to certification request for Jennifer Shean.

Vote: *The motion passed with majority voice vote. Mr. Sletto voted nay.*

Jessica Shepherd - Biology, Grades 8-12

2018-049

Motion made by Ms. Chevalier, seconded by Mr. Morgan to approve the alternative route to certification request for Jessica Shepherd.

Vote: *The motion passed with majority voice vote. Mr. Sletto voted nay.*

Amberly Simpson- Dance, Grades K-12

2018-050

Motion made by Ms. Chevalier, seconded by Ms. Murphy to approve the alternative route to certification request for Amberly Simpson.

Vote: *The motion passed with majority voice vote. Mr. Morgan recused himself from the vote.*

Kimberly Reeder – Speech/Media Communications, Grades 8-12

2018-051

Motion made by Mr. Graham, seconded by Mr. Phelps to approve the alternative route to certification request for Kimberly Reeder.

Vote: *The motion passed with majority voice vote. Mr. Sletto voted nay.*

Board Comments

Mr. Sletto encouraged KDE exploration of continuing education options, and stated he would like to see some type of internship. Mr. Sletto complimented the Chair on a good board meeting.

Mr. Graham asked for an update on the Model Code of Ethics. Ms. Trueblood stated they are slated to come together in February for feedback from districts and educator preparation providers prior to final recommendation by the committee.

DISCIPLINARY MATTERS: MINUTES OF CASE REVIEW August 20, 2018

Motion made by Mr. Phelps seconded by Mr. Sletto, to go into closed session to conduct a character and fitness review and to review potential actions relating to complaints and reports in accordance with KRS 61.810(1) (c) & (j). The Board also reviewed pending litigation.

Vote: Unanimous

Motion made by Ms. Ellis seconded by Dr. Powers, to return to open session.

Vote: Unanimous

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

Sarah Burnett, Tolya Ellis, Donna Hedgepath, David Graham, Dusty Phelps, Sherry Powers, Shad Sletto, Steven Thomas, Ellen Murphy, Justin Mitchell, Kim Chevalier, and Rachel Watson.

Attorneys present were Luke Gilbert, Joseph Martz, Cassie Trueblood, Todd Allen, Deanna Durrett, and Chelsea Young.

Initial Case Review

<u>Case Number</u>	<u>Decision</u>
1805787	Defer for Training
1803141	Dismissed
1805825	Dismissed
1805827	Dismissed
1805801	Admonish and Training
1803177	Dismissed
1803181	Attorney Review
1803179	Attorney Review
1804615	Admonish and Training
1804661	Attorney Review
1804645	Attorney Review
1804627	Admonish
1805803	Admonish
1804659	Admonish and Training
1804601	Admonish and Training
1804653	Dismissed
1803365	Attorney Review
1804609	Dismissed
1804607	Dismissed
1804621	Attorney Review
1805817	Attorney Review
1804611	Attorney Review
1805791	Attorney Review
1805793	Attorney Review
1805797	Attorney Review
1805795	Attorney Review
1805815	Dismissed
1805813	Defer for Training
1804599	Defer for Training
1805843	Dismissed
1805805	Dismissed
1804631	Attorney Review
1805807	Attorney Review
1803159	Attorney Review
1805809	Attorney Review
1805789	Attorney Review
1804629	Attorney Review
1804633	Attorney Review
1803157	Attorney Review

1804623	Attorney Review
1805819	Attorney Review
1805799	Attorney Review
1804657	Defer for Training
1804691	Dismissed
1804637	Dismissed
1804679	Dismissed
1804675	Attorney Review
1804625	Defer for Training
1805835	Dismissed
1804647	Dismissed
1804663	Dismissed
1804641	Dismissed
1804683	Dismissed
1805821	Defer for Training
1805837	Admonish
1805823	Admonish
1805829	Dismissed
1805811	Admonish
1804649	Dismissed
1804681	Dismissed
1806899	Dismissed
1804617	Admonish
1805831	Dismissed
1804689	Admonish
1804655	Defer for Training
1804687	Defer for Training
1804537	Dismissed
1804533	Dismissed
1804531	Dismissed
1804535	Dismissed
1804561	Defer for Training
1804585	Dismissed
1803257	Defer for Training
1804597	Defer for Training
1803261	Defer for Training
1804541	Defer for Training
1804553	Defer for Training
1804587	Defer for Training
1804555	Defer for Training
1804563	Defer for Training
1804571	Defer for Training
1804569	Defer for Training
1804583	Dismissed
1803285	Dismissed
1804593	Dismissed

1804591	Dismissed	
1804579	Defer for Training	
1804581	Dismissed	
1804557	Defer for Training	
1804577	Defer for Training	
1804595	Defer for Training	
1804543	Defer for Training	
1804549	Defer for Training	
1804573	Defer for Training	
1804565	Dismissed	
1804547	Defer for Training	
1804559	Defer for Training	
1804529	Dismissed	
1803341	Defer for Training	
1804589	Defer for Training	
1804567	Defer for Training	
1803173	Dismissed	
1805839	Dismissed	
1805833	Dismissed	
1803127	Admonish and Training	<i>(Mr. Sletto dissented)</i>
1804665	Attorney Review	
1803355	Attorney Review	
1804639	Attorney Review	
1804651	Attorney Review	
1803359	Attorney Review	
1804613	Defer for Training	
1806919	Defer for Training	
1804643	Attorney Review	
1805841	Attorney Review	
1804695	Dismissed	
1803191	Defer for Training	
1803193	Defer for Training	
1609639	Refer to Hearing	
1209577	Refer to Hearing	
1512849	Refer to Hearing	
1705767	Defer	
17071273	Admonish and Training	
17061001	Admonish and Training	
16121013	Attorney Review	
170213	Attorney Review	
1705791	Attorney Review	
1705711	Attorney Review	
170219	Attorney Review	
170221	Attorney Review	
1703501	Attorney Review	
1703535	Attorney Review	

1703487	Attorney Review
1703509	Attorney Review
1307545	Dismissed
1406387	Dismissed
1603177	Dismissed
170259	Dismissed
1311802	Dismissed
1506441	Dismissed
1607463	Dismissed
17121701	Dismissed
17061130	Dismissed
1804685	Dismissed
1804619	Dismissed
1803187	Dismissed
1803195	Dismissed
1803185	Dismissed
17061015	Dismissed
17101387	Dismissed
17121525	Dismissed
17121533	Dismissed
17121499	Dismissed
1803297	Dismissed
17121511	Dismissed
1803267	Dismissed
1803153	Dismissed
1803259	Dismissed
1803309	Dismissed
1803263	Dismissed
1803251	Dismissed
1803277	Dismissed
1803239	Dismissed
1803231	Dismissed
17121505	Dismissed
1803217	Dismissed
1804545	Dismissed
1803305	Dismissed

Character/Fitness Review

<u>Case Number</u>	<u>Decision</u>
181059	Approve
181228	Approve
181162	Approve
181200	Approve
181234	Approve
181204	Approve
181173	Approve

181344	Approve	
181283	Approve	
181404	Approve	
181428	Approve	
181361	Approve	
181326	Approve	
181321	Approve	
181448	Approve	
181458	Approve	
181469	Approve	
181466	Approve	
181229	Approve	
181499	Deny	
181389	Defer	
181461	Approve	
181484	Approve	
181315	Approve	
181545	Approve	
181590	Approve	
181604	Approve	
181316	Approve on the condition that the allegations may be reviewed by the Board at a later date pursuant to the Board's Procedures Relating to Board Action on an Educator's Certification.	
181571	Approve	
181624	Approve	
181637	Approve	
181627	Approve	
181659	Approve	
181515	Approve	
181653	Approve	
181685	Approve	
181670	Approve	
181570	Approve	
181704	Deny	
181597	Approve on the condition that the allegations may be reviewed by the Board at a later date pursuant to the Board's Procedures Relating to Board Action on an Educator's Certification.	
181421	Approve	
181426	Approve	
181329	Deny	
181441	Approve	
181450	Approve	<i>(Mr. Phelps and Ms. Watson dissented)</i>
181470	Deny	

181471	Approve	
181478	Approve	
181510	Approve	
181526	Approve	
181558	Approve	
181578	Approve	(Mr. Phelps and Ms. Watson dissented)
181588	Approve	
181614	Approve	
181638	Approve	
181648	Approve	
181687	Approve	
181709	Approve	
181719	Approve	

Agreed Orders
Case Number

Decision

1606401 James Farrell II

Accept Agreed Order stating Farrell shall be issued a teaching certificate in Kentucky only after completing a traditional educator preparation program or meeting the requirements for issuance of an alternative certificate under KRS 161.048. Farrell shall not be eligible for an emergency teaching certificate or emergency substitute certificate until he has been issued either a statement of eligibility or a temporary provisional certificate.

Vote: *Unanimous*

1606391 Michelle Devine

Accept Agreed Order retroactively suspending Certificate Number 201153598 for sixty (60) days beginning October 1, 2017 through November 29, 2017.

Devine is not currently teaching in the Commonwealth of Kentucky, however, should Devine decide to return to the classroom in the future, Devine shall comply with the following conditions prior to renewing her certificate or a new certificate being issued or Devine accepting a certified position in the Commonwealth of Kentucky:

1. Devine shall undergo a comprehensive substance abuse assessment by a Kentucky licensed and/or certified chemical dependency counselor, as approved by the Board. Devine shall also submit written proof to the Board that she has complied with the assessment process and has successfully completed any and all treatment recommendations, if any, by the end of the

probationary period. If Devine is not able to complete all treatment recommendations by the end of the probationary period, she shall submit written progress reports from her chemical dependency counselor on January 1st and July 1st until such time as the counselor releases her from treatment. Each progress report shall certify that Devine is continuing to comply with any and all treatment recommendations, and that she remains fit and competent to fulfill her duties as an educator. Any expense for the assessment, treatment, and/or written reports shall be paid by Devine. If Devine fails to satisfy this condition, Certificate Number 201153598 and any future endorsements or new areas of certification shall be automatically suspended until Devine completes the required assessment and provides the appropriate written proof to the Board.

2. Devine shall submit written proof to the Board that she has completed a training course on professional ethics for educators. Any expense for said training shall be paid by Devine. If Devine fails to satisfy this condition, Certificate Number 201153598 shall be automatically suspended until Devine completes the required training and provides the appropriate written proof to the Board.
3. Devine shall not be convicted of any offense involving the use and or possession of any controlled substance or alcohol during the probationary period. If Devine is convicted of, or enters a guilty or no contest plea, to any criminal charge involving the use and/or possession of any controlled substance or alcohol, she shall submit this information to the Board, in writing, within thirty (30) days. Failure to comply with this condition will result in Certificate Number 201153598 being automatically suspended pending Board review and disposition.
4. Devine shall submit a copy of her current criminal record, as prepared by the Kentucky State Police, By July 1st of each year of the probationary period. If Devine fails to satisfy this condition, Certificate Number 201153598 and any future endorsements or new areas of certification shall be automatically suspended until Devine provides the appropriate documentation to the Board.

Furthermore, upon acceptance of a certified position, Certificate Number 201153598 and any future endorsements or new areas of certification, shall be on probation for a period of five (5) years and subject to the following probationary conditions:

1. For the entirety of the probationary period, Devine shall receive no disciplinary action for conduct unbecoming, specifically related to substance abuse or alcohol violations. "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 a tribunal and/or arbitration process. If Devine fails to comply with the requirements of this provision, Certificate Number 201153598 and any future endorsements or new areas of certification shall be administratively suspended pending Board review.

Devine is aware that should she violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

1009563 Donna Hedgespeth

Accept Agreed Order stating this Agreed Order resolves all allegations, including, but not limited to the administrative charges and amended charges, merged reports, and allegations otherwise included in Case File 10-09563. Upon acceptance of this agreement by the Board, Case No. 10-09563 shall be dismissed conditioned upon the following:

1. Hedgespeth has submitted written proof to the Board that she has successfully completed professional development training.
2. By June 30, 2018, Hedgespeth shall provide written proof to the Board that she has completed use of restraint training, as approved by the Board. Hedgespeth shall pay any expense incurred. If Hedgespeth fails to satisfy this condition by June 30, 2018, Certificate Number 200209282 shall be administratively suspended until such condition is satisfied.

Hedgespeth is aware that should she violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

1606389 Aaron Jeffries

Accept Agreed Order revoking Certificate Number 201169617 for a period of three (3) years beginning on June 1, 2016. Jeffries shall neither apply for nor be issued a teaching certificate in the Commonwealth of Kentucky during this revocation period. Upon acceptance of this agreement by the Board, Jeffries shall immediately surrender the original and all copies of his certificate to the EPSB, by delivering or mailing to 100 Airport Road, 3rd Floor, Frankfort, Kentucky 40601.

Furthermore, Jeffries is admonished for conduct unbecoming a teacher, specifically for inappropriate messages to a minor student. The Board reminds Jeffries that as a certified educator in the Commonwealth of Kentucky, he has a duty to uphold the Professional Code of Ethics in the future. The Board will not tolerate any other incidents of misconduct by Jeffries.

In addition to any educational requirements, reissuance of a certificate to Jeffries is expressly conditioned upon Jeffries providing written evidence that he has complied with the following:

1. Jeffries shall submit written proof to the Board that he has complied with a comprehensive evaluation from a licensed or certified psychiatrist or mental health professional and is fit to return to the classroom, presents as capable of performing his duties as an educator, is not a danger to himself or others, and is compliant with all treatment recommendations. Jeffries shall pay any expense incurred;
2. Jeffries shall provide written proof to the Board that he has successfully completed a training course on the ethics for educators, as approved by the Board. Any expense incurred for said training shall be paid by Jeffries;

3. Jeffries shall submit written proof to the Board that he has successfully completed a professional development course/ training on student-educator boundaries, as approved by the Board. Any expense incurred for said training shall be paid by Jeffries;
4. Jeffries shall submit written proof to the Board that he has successfully completed a professional development course/ training on appropriate use of social media, as approved by the Board. Any expense incurred for said training shall be paid by Jeffries.

Furthermore, any and all certificates issued or reinstated to Jeffries by the Board shall be on permanent probation and subject to the following probationary conditions:

1. During the probationary period, Jeffries shall not receive any disciplinary action 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. If Jeffries fails to satisfy this condition, Certificate Number 201169617, or any other Certificate issues to Jeffries shall be automatically suspended pending the Board's action.

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

Vote: *Unanimous*

150231 Candie Kane

Accept Agreed Order admonishing Kane for exercising poor professional judgment when disciplining a misbehaving student. The Board recognizes that educators are going to have bad days, but Kane must be the adult in every interaction and choose her words carefully. The Board reminds Kane of her ethical duties to take reasonable measures to protect the health, safety, and emotional well-being of students, and to maintain the dignity and integrity of the profession at all times. The Board will not tolerate any further incidents of misconduct from Finley.

Kane is aware that should she violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

1610765 Wanda Nichols

Accept Agreed Order stating Nichols is currently retired with no immediate plans to return to the education profession. However, prior to accepting a certified position in Kentucky, Nichols shall submit written proof to the Board that she has completed the three (3) hours of Administration Code Training recommended by KDE. If Nichols fails to satisfy this condition prior to accepting certified employment, Certificate Number 40389 shall be administratively suspended until such condition is satisfied. Nichols is aware that should she violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

1803291 Karen Hall

Accept Agreed Order stating Hall is currently retired with no immediate plans to return to the education profession. However, prior to accepting a certified position in Kentucky, Hall shall submit written proof to the Board that she has completed the three (3) hours of Administration Code Training recommended by KDE. If Hall fails to satisfy this condition prior to accepting certified employment, Certificate Number 199900502 shall be administratively suspended until such condition is satisfied. Hall is aware that should she violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

1803123 Donald Adkins

Accept Agreed Order stating Adkins shall neither apply for nor be issued any teaching, administrative or emergency certificate in the Commonwealth of Kentucky at any time in the future. Any future application submitted by Adkins, or on his behalf, shall be denied.

Vote: *Unanimous*

1703361 Lauren Vinova

Accept Agreed Order stating Case No. 1703361 shall be

dismissed upon receiving proof that Vinova has completed the three (3) hours of Administration Code Training recommended by KDE.

Vote: *Unanimous*

1803167 Alyssa Arnold

Accept Agreed Order stating Arnold voluntarily, knowingly, and intelligently surrenders Certificate Number 201174823, and agrees not to apply for, nor be issued, a teaching, administrative or emergency certificate in the Commonwealth of Kentucky at any time in the future. Upon the acceptance of this agreement by the Board, Arnold 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*

1703495 Georgia McDaniel

Accept Agreed Order stating Certificate Number 201137114 is currently expired. Prior to renewing and/or applying for additional certification in the Commonwealth of Kentucky, McDaniel shall first provide written proof to the Board that she has completed Anger Management and Classroom Management Training, as approved by the Board. McDaniel shall pay any expense incurred. If McDaniel fails to satisfy this condition prior to renewing and/or applying for an additional Kentucky certificate, then her application for certification shall be denied until such condition is satisfied. McDaniel is aware that should she violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

17021 Doria Bugg

Accept Agreed Order stating Bugg is currently retired with no immediate plans to return to the education profession. However, prior to accepting a certified position in Kentucky, Bugg shall submit written proof to the Board that she has completed the three (3) hours of Administration Code Training recommended by KDE. If Bugg fails to satisfy this condition prior to accepting certified employment, Certificate Number 000029445 shall be administratively suspended until such condition is satisfied. Bugg is aware that should she violate KRS

161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

1703551 Kevin Suiter

Accept Agreed Order retroactively suspending Certificate Number 200400619 for a period of forty-five (45) days from May 19, 2018 through June 17, 2018, and from June 18, 2018 through July 2, 2018.

On or before February 1, 2019, Suiter shall provide written proof to the Board that he has completed a course on educator ethics training with an emphasis on student teacher boundaries, as approved by the Board. Suiter shall pay any expense incurred. If Suiter fails to satisfy this condition, Certificate Number 200400619 shall be administratively suspended until such condition is satisfied.

Certificate Number 200400619, including any and all endorsements, is hereby subject to the following probationary condition for a period of five (5) years:

During the probationary period, Suiter shall not receive any disciplinary action from any school district he is employed. "Disciplinary action" is defined as any termination, suspension, 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. If Suiter fails to satisfy this condition, Certificate Number 200400619 shall be automatically suspended pending review and disposition by the Board.

Suiter is aware that should he violate KRS 161.120, either during or following this five-year probation, the Board shall initiate new disciplinary action and seek additional sanctions.

Vote: *Unanimous (Mr. Graham recused)*

1804667 Lauren Hallinan

Accept Agreed Order stating Hallinan has retired and has no immediate plans to return to the education profession. However, if Hallinan returns to the Kentucky public school system in any capacity that requires certification, she shall first comply with the following condition:

Hallinan shall provide written proof to the Board that she has completed a course on cultural sensitivity training, as

approved by the Board. Hallinan shall pay any expense incurred. If Hallinan fails to satisfy this condition prior to accepting certified employment, Certificate Number 200300327 shall be administratively suspended until such condition is satisfied.

Hallinan is aware that should she violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

17061174 Demetrius Brown

Accept Agreed Order stating Certificate Number 000066445 has expired and Brown is not currently teaching. Prior to renewing any certification, Brown shall provide written proof to the Board that he has successfully completed a course on educator ethics professional development or training, as approved by the Board. Any expense incurred for said training shall be paid by Brown.

Brown is aware that should he violate KRS 161.120 the Board shall initiate new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

1702277 Jonathan Boyd

Accept Agreed Order admonishing Boyd for failing to secure a potentially dangerous item in the classroom. A pocket knife, no matter its size, has the potential to cause serious injury and as such must be properly secured to insure the safety of all children in the classroom. Failing to do so shows poor classroom management skills and exposes children to potential physical harm. Boyd must be aware that safety is paramount and one of the top priorities of an educator. The Board shall tolerate no further errors from Boyd.

On or before April 1, 2018, Boyd shall submit proof to the Board that he has completed a course on classroom management training as approved by the Board. Any expense for said training shall be paid by Boyd. Failure to satisfy this condition shall result in Certificate Number 201159955 being administratively suspended until such time as Boyd provides the written proof.

From the date on which the Board approves this Agreed

Order, Boyd shall be under a three (3) year probation and subject to the following condition:

1. Boyd shall receive no disciplinary action regarding possession of a weapon on school property 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 a tribunal and/or arbitration process. Failure to uphold this condition shall result in Boyd's certificate being automatically suspended pending further Board review and disposition.

Boyd is aware that should he violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

1505282 Casey Munson

Accept Agreed Order stating Case Number 15-05282 shall be dismissed without prejudice conditioned upon the following:

Munson shall submit 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 required for said training shall be paid by Munson.

Vote: *Unanimous*

17061092 Michael Sammons

Accept Agreed Order stating Certificate Number 200189447 is permanently revoked. Sammons shall neither apply for, nor be issued, a teaching and/or administrative certificate in the Commonwealth of Kentucky at any time in the future. Upon acceptance of this agreement by the Board, Sammons 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*

1803163 Kristin Perry

Accept Agreed Order retroactively suspending Certificate Number 201174094 for the period of June 1, 2018 to June

30, 2018.

Perry is admonished for her lack of professional judgment in interactions with students. As an education professional, it is Hodges's responsibility to set and maintain appropriate boundaries with all students. She must keep the classroom discussion on-topic and must never discuss inappropriate topics regarding students' personal lives.

By July 30, 2019, Perry shall submit written proof that she has attended a course of training/professional development on the topic of Appropriate Student-Teacher Boundaries as approved by the Board. Any expense for this training shall be paid for by Perry. Failure to submit the written proof by July 30, 2019, will result in certificate Number 201174094 being suspended until such time as the proof is submitted.

By July 30, 2019, Perry shall submit written proof that she has attended a course of training/professional development on the Professional Code of Ethics for Kentucky School Certified Personnel as approved by the Board. Any expense for this training shall be paid for by Perry. Failure to submit the written proof by July 30, 2019, will result in certificate Number 201174094 being suspended until such time as the proof is submitted.

Perry is aware that should she violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

1506439 Jacquan Persley

Accept Agreed Order stating Certificate Number 201185870 is currently expired. Prior to issuance of a Kentucky certificate, Persley shall provide proof that he has completed all requirements necessary for issuance of a certificate and has complied with the following conditions:

1. Persley shall undergo a comprehensive alcohol/substance abuse assessment by a Kentucky licensed and/or certified chemical dependency counselor, as approved by the Board, and shall present written evidence to the Board that he has complied with the assessment process. Any expense for the assessment and written reports shall be paid by Persley.

2. Persley shall submit written proof to the Board that he has completed a course on professional ethics, as approved by the Board. Any expense required for said training shall be paid by Persley.

If Persley fails to satisfy any of the above conditions, he will not be issued a Kentucky certificate until all conditions are satisfied.

Any and all certificates issued to Persley shall be subject to the following conditions:

1. If Persley's chemical dependency counselor makes any treatment recommendations, Persley shall comply with the treatment recommendations. Persley shall submit quarterly written progress reports from his counselor to the Board until such time as the counselor releases him from treatment. Any expense for the treatment and/or written reports shall be paid by Persley. Failure to comply with this condition will result in Persley's certificate being automatically suspended until Persley is in compliance.
2. Persley shall not be convicted of nor enter a guilty or no contest plea to any criminal charge(s) involving the use and/or possession of any controlled substance or alcohol. If Persley is convicted of, or enters a guilty or no contest plea, to any criminal charge involving the use and/or possession of any controlled substance or alcohol, he shall submit this information to the Board, in writing, within thirty (30) days. Failure to comply with this condition will result in Persley's certificate being automatically suspended pending Board review and disposition.
3. Persley shall submit a copy of his current criminal record, as prepared by the Administrative Office of the Courts, with any application for renewal of his certification(s) and/or for additional certification(s). Any expense required to satisfy this condition shall be paid by Persley. Failure to comply with this condition will result in the denial of all applications for renewal and/or additional certification(s) submitted by Persley or on his behalf.

Persley is aware that should he violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

150265 Kevin Duff

Accept Agreed Order stating Certificate Number 000011810 has expired. Duff shall neither apply for nor be issued any teaching, administrative, or emergency certificate in the Commonwealth of Kentucky at any time in the future. Any future application submitted by Duff, or on his behalf, shall be denied.

Vote: *Unanimous*

090261 Michael Fraliex

Accept Agreed Order retroactively revoking Certificate Number 1867 from May 17, 2010 through May 17, 2018, for a period of eight (8) years.

In addition to any testing and/or educational requirements, prior to reissuance of Certificate Number XXX-XX-1867, Fraliex shall comply with the following reissuance conditions:

1. Fraliex shall submit written proof to the Board that he has complied with a comprehensive evaluation from a licensed or certified psychiatrist or mental health professional, as approved by the Board, and is fit to return to the classroom, presents as capable of performing his duties as an educator, is not a danger to himself or others, and is compliant with all treatment recommendations. Fraliex shall pay any expense incurred. If Fraliex fails to satisfy this condition, Certificate Number XXX-XX-1867 shall not be reissued until such condition is satisfied.
2. Fraliex shall submit written proof to the Board that he has complied with a comprehensive alcohol/substance abuse assessment by a licensed or certified chemical dependency counselor, as approved by the Board, and is compliant with all treatment recommendations. Fraliex shall pay any expense incurred. If Fraliex fails to satisfy this condition, Certificate Number XXX-XX-1867 shall not be reissued until such condition is satisfied.

Upon reissuance, Certificate Number XXX-XX-1867 and any endorsements or new areas of certification shall be subject to the following permanent probationary conditions:

1. Fraliex shall not refuse or fail any drug test requested by any school district he is employed. Furthermore, Fraliex shall not receive any disciplinary action from any school district he is employed. "Disciplinary action" is defined as any termination, suspension, 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. If Fraliex fails to satisfy this condition in its entirety, Certificate Number XXX-XX-1867 shall be automatically suspended pending review and disposition by the Board.
2. Fraliex shall not be convicted of nor enter a guilty or no contest plea to any criminal charge(s) other than minor traffic violations. A violation is not considered a minor traffic violation if it is a violation for which jail time may be imposed. If Fraliex is convicted of, or enters a guilty or no contest plea, to any criminal charge other than a minor traffic violation, he shall submit this information to the Board, in writing, within thirty (30) days. . If Fraliex fails to satisfy this condition in its entirety, Certificate Number XXX-XX-1867 shall be automatically suspended pending review and disposition by the Board

Frailix is aware that should he violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

1106403 Shannon Taylor

Accept Agreed Order retroactively suspending Certificate Number 200233391, including any and all endorsements, for a period of ninety (90) days beginning June 1, 2011 through August 30, 2011.

Upon the Board's acceptance of this Agreed Order, Certificate Number 200233391 and any future

endorsements or new areas of certification, shall be on probation for a period of eighteen (18) months and subject to the following probationary conditions:

1. Taylor shall submit written proof to the Board that she has completed a training course on educator ethics by June 1, 2019. Any expense for said training shall be paid by Taylor. If Taylor fails to satisfy this condition, Certificate Number 200233391 shall automatically be administratively suspended until Taylor completes the required training and provides the appropriate written proof to the Board.
2. Taylor shall submit written proof to the Board that she has completed a training course on classroom management by June 1, 2019. Any expense for said training shall be paid by Taylor. If Taylor fails to satisfy this condition, Certificate Number 200233391 shall automatically be administratively suspended until Taylor completes the required training and provides the appropriate written proof to the Board.
3. During the probationary period, Taylor shall not receive any disciplinary action for breach of student/educator boundaries from any school district in the Commonwealth of Kentucky. "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. If Taylor fails to satisfy this condition, Certificate Number 200233391 shall automatically be suspended pending review and disposition by the Board.

Taylor is aware that should she violate KRS 161.120 either during or following this probation, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

1803375 Kimberly Murray

Accept Agreed Order admonishing Murray for exercising poor professional judgment. The Board reminds Murray of her ethical 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 Murray.

On or before March 1, 2019, Murray shall provide written proof to the Board that she has completed a course on educator ethics training with an emphasis on student teacher boundaries, as approved by the Board. Murray shall pay any expense incurred. If Murray fails to satisfy this condition, Certificate Number 201114836 shall be administratively suspended until such condition is satisfied.

Certificate Number 201114836, including any and all endorsements, is hereby subject to the following probationary condition for a period of five (5) years:

During the probationary period, Murray shall not receive any disciplinary action for breach of student/educator boundaries from any school district she is employed. "Disciplinary action" is defined as any termination, suspension, 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. If Murray fails to satisfy this condition, Certificate Number 201114836, shall be automatically suspended pending review and disposition by the Board.

Murray is aware that should she violate KRS 161.120, either during or following this five-year probation, the Board shall initiate new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

180169 Raquel Cain

Accept Agreed Order stating Certificate Number 200306486 and any new endorsements or new areas of certification shall be subject to the following probationary conditions for a period of five (5) years:

1. By February 1, 2019, Cain shall undergo a comprehensive substance abuse assessment by a Kentucky licensed and/or certified chemical dependency counselor, as approved by the Board. Cain shall submit written proof to the Board that she has complied with the assessment process and has successfully completed any and all treatment recommendations, if any. Cain shall pay any

expense incurred. If Cain fails to provide written proof by February 1, 2019, Certificate Number 200306486 shall be automatically suspended until such condition is satisfied.

2. Cain shall comply with all terms and conditions of her drug court diversion program in Floyd district court case 18-F-00048. Before the end of this probationary period, Cain shall provide written proof that she successfully completed the diversion program. If Cain fails to comply with the diversion program or successfully complete the diversion program, Certificate Number 200306486 shall be automatically suspended pending review and disposition by the Board.
3. Cain shall not be convicted of nor enter a guilty or no contest plea to any criminal charge(s) other than minor traffic violations. A violation is not considered a minor traffic violation if it is a violation for which jail time may be imposed. If Cain is convicted of, or enters a guilty or no contest plea, to any criminal charge other than a minor traffic violation, she shall submit this information to the Board, in writing, within thirty (30) days. If Cain fails to comply with this condition in its entirety, Certificate Number 200306486 shall be automatically suspended pending review and disposition by the Board.
4. Cain shall not refuse or fail any drug test requested by any school district she is employed. Furthermore, Cain shall not receive any disciplinary action from any school district she is employed. "Disciplinary action" is defined as any termination, suspension, 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. If Cain fails to satisfy either of these conditions, Certificate Number 200306486 shall be automatically suspended pending review and disposition by the Board.

Cain is aware that should she violate KRS 161.120, either during or following this five-year probation, the Board shall initiate new disciplinary action and seek additional

sanctions.

Vote: *Unanimous*

17121671 Justin Elliott

Accept Agreed Order stating Certificate Number 000060853, including any and all endorsements, is hereby subject to the following probationary condition for a period of eighteen (18) months:

During the probationary period, Elliott shall not refuse or fail any drug test requested by any school district he is employed. Furthermore, Elliott shall not receive any disciplinary action related to drug testing or the use of drugs or controlled substances from any school district he is employed. "Disciplinary action" is defined as any termination, suspension, 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. If Elliott fails to satisfy this condition, Certificate Number 000060853 shall be automatically suspended pending review and disposition by the Board.

Elliott is aware that should he violate KRS 161.120, either during or following this two-year probation, the Board shall initiate new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

1206338 Jason Earlywine

Accept Agreed Order admonishing Earlywine for exercising poor professional judgment. The Board reminds Earlywine of his ethical duty to take reasonable measures to protect the health, safety and emotional well-being of his students. The Board will not tolerate any further incidents of misconduct from Earlywine.

On or before August 1, 2019, Earlywine shall provide written proof to the Board that he has completed a course on educator ethics training with an emphasis on student teacher boundaries, as approved by the Board. Earlywine shall pay any expense incurred. If Earlywine fails to satisfy this condition, Certificate Number 200407586 shall be administratively suspended until such condition is satisfied.

Certificate Number 200407586, including any and all endorsements, is hereby subject to the following

probationary condition for a period of five (5) years:

During the probationary period, Earlywine shall not receive any disciplinary action for breach of student/educator boundaries from any school district he is employed. "Disciplinary action" is defined as any termination, suspension, 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. If Earlywine fails to satisfy this condition, Certificate Number 200407586 shall be automatically suspended pending review and disposition by the Board.

Earlywine is aware that should he violate KRS 161.120, either during or following this probation, the Board shall initiate new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

1803197 Barry Anderson

Accept Agreed Order stating Anderson is currently retired with no immediate plans to return to the education profession. However, prior to accepting a certified position in Kentucky, Anderson shall submit written proof to the Board that he has completed three (3) hours of training from a KDE approved trainer on the subject of "Employment of Retirees by a School District." Anderson shall pay any expense incurred. If Anderson fails to satisfy this condition prior to accepting certified employment, Certificate Number 13592 shall be administratively suspended until such condition is satisfied. Anderson is aware that should he violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

1702303 James Paxton

Accept Agreed Order stating Paxton is currently retired with no plans to return to the education profession. However, prior to accepting a certified position in Kentucky, Paxton shall provide written proof to the Board that he has completed the three (3) hours of Administration Code Training recommended by KDE. If Paxton fails to satisfy this condition prior to accepting certified employment, Certificate Number 200004041 shall be administratively suspended until such proof is received.

Vote: *Unanimous*

1703379 Judy Paxton

Accept Agreed Order stating Paxton is currently retired with no plans to return to the education profession. However, prior to accepting a certified position in Kentucky, Paxton shall provide written proof to the Board that she has completed the three (3) hours of Administration Code Training recommended by KDE. If Paxton fails to provide written proof to the Board prior to accepting certified employment, Certificate Number 199901662 shall be administratively suspended until such proof is received.

Vote: *Unanimous*

1511733 Vicky Sandford

Accept Agreed Order retroactively suspending Certificate Number 199800987 from November 14, 2015 through December 4, 2015.

Sandford has provided written proof to the Board that she has successfully completed all treatment recommendations and conditions imposed by her employing district to date.

In addition, Certificate Number 199800987 shall be subject to the following conditions for a period of two (2) years:

1. By January 1st and July 1st of each year of the probation, Sandford shall provide written proof to the Board from her current treatment provider or Alcoholics Anonymous sponsor that she is maintaining her sobriety. Sandford shall pay any expense incurred. If Sandford fails to satisfy this condition, Certificate Number 199800987 shall be administratively suspended until such condition is satisfied.
2. Sandford shall not receive any disciplinary action for use of drugs/alcohol from any school district in which she is employed. If Sandford fails to satisfy this condition, Certificate Number 199800987 shall be administratively suspended pending Board review and disposition.

“Disciplinary action” is defined as any termination, suspension, 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, including any appeal therefrom. If the tribunal amends the disciplinary action or if Respondent agrees to amend the disciplinary action through arbitration, the new disciplinary action if a termination, suspension, or public reprimand shall be considered a violation of this condition.

Sandford is aware that should she violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

16121111 Gordon Crawford

Accept Agreed Order stating, upon acceptance of this agreement by the Board:

1. Crawford has provided written proof to the Board that he has completed six (6) hours of classroom management training.
2. By August 1, 2019, Crawford shall provide written proof to the Board that he has completed first aid training by the American Red Cross. Crawford shall pay any expense incurred. If Crawford fails to provide proof by August 1, 2019, Certificate Number 200210523 shall be administratively suspended until such condition is satisfied.
3. By August 1, 2019, Crawford shall provide written proof to the Board that he has completed NEA's training entitled Classroom Expectations and Routines. Crawford shall pay any expense incurred. If Crawford fails to provide proof by August 1, 2019, Certificate Number 200210523 shall be administratively suspended until such condition is satisfied.

In addition, Certificate Number 200210523 shall be on probation for one (1) year, and subject to the following condition:

1. Crawford shall not receive any disciplinary action for failing to call security or for failing to properly supervise students from any school district in which

he is employed. If Crawford fails to satisfy this condition, Certificate Number 200210523 shall be administratively suspended pending board review and disposition.

“Disciplinary action” is defined as any termination, suspension 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, including any appeal therefrom. If the tribunal amends the disciplinary action or if Respondent agrees to amend the disciplinary action through arbitration, the new disciplinary action if a suspension, termination, or public reprimand shall be considered a violation of this condition.

Crawford is aware that should he violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

17121603 Stephen Grubbs

Accept Agreed Order suspending Certificate Number 201177613 from December 1, 2016 through December 1, 2018, a period of two (2) years.

Additionally, Grubbs is admonished for failing to exemplify behaviors, which maintain the dignity and integrity of the profession and for committing a fraudulent, corrupt, dishonest or immoral act in failing to disclose a conviction on his employment application. Driving under the influence of alcohol is an especially dangerous activity that demonstrates a strong disregard for the health, welfare and safety of others. The Board will not tolerate any further incidents of misconduct from Grubbs.

Grubbs has provided written proof to the Board that he completed residential treatment immediately following his arrest for DUI, 3rd and has continued outpatient treatment approximately twice a month since January 2017.

Prior to reinstatement of Certificate Number 201177613, Grubbs shall provide written proof to the Board that he has completed at least three (3) hours of educator ethics training, as approved by the Board. Grubbs shall pay any expense incurred.

Upon reinstatement, Certificate Number 201177613 shall be subject to the following conditions for a period of ten (10) years:

1. Grubbs shall submit to the Board by January 1st and July 1st of each year in which he holds an active certificate, documentation from his current treatment provider or Alcoholics/Narcotics Anonymous sponsor stating that he is maintaining sobriety and still seeking support and continued assistance in maintaining his sobriety. Grubbs shall pay any expense incurred. If Grubbs fails to satisfy this condition, Certificate Number 201177613 shall be administratively suspended until such condition is satisfied.
2. Grubbs shall have no further criminal convictions involving the use and/or possession of alcohol/controlled substance. If Grubbs is convicted of, or enters a guilty or no contest plea, to any criminal charge involving the use and/or possession of alcohol/controlled substance, Grubbs shall submit such documentation to the Board within thirty (30) days. If Grubbs fails to satisfy any portion of this condition, Certificate Number 201177613 shall be administratively suspended pending Board review and disposition.
3. Grubbs shall submit to the Board by June 30th of each year in which he holds an active certificate, a copy of his current criminal record, as prepared by the Administrative Office of the Courts. Grubbs shall pay any expense incurred. If Grubbs fails to satisfy this condition, Certificate Number 201177613 shall be administratively suspended until such condition is satisfied.
4. Grubbs shall not receive any disciplinary action involving alcohol/controlled substance from any school district in which he is employed. If Grubbs fails to satisfy this condition, Certificate Number 201177613 shall be administratively suspended pending Board review and disposition.

“Disciplinary action” is defined as any termination,

suspension, 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 including any appeal therefrom. If the tribunal amends the disciplinary action or if Respondent agrees to amend the disciplinary action through arbitration, the new disciplinary action if a termination, suspension, or public reprimand shall be considered a violation of this condition.

Grubbs is aware that should he violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

170283 Jessica Bedford

Accept Agreed Order stating Certificate Number 201131484 is currently expired, and Bedford has no immediate plans to renew her certificate or return to the education profession in Kentucky. However, prior to applying for and/or renewing a Kentucky certificate, Bedford shall comply with the following conditions:

1. Bedford shall provide written proof to the Board that she has completed state and federal special education law training, as approved by the Board. Bedford shall pay any expense incurred. Bedford's application for certification shall not be processed until she has completed the training and provided the appropriate written proof to the Board.
2. Bedford shall provide written proof to the Board that she has completed educator ethics training, as approved by the Board. Bedford shall pay any expense incurred. Bedford's application for certification shall not be processed until she has completed the training and provided the appropriate written proof to the Board

Bedford is aware that should she violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

1803203 Michele Bernthal-Lenoir Accept Agreed Order stating Bernthal-Lenoir is

currently retired with no immediate plans to return to the education profession. However, prior to accepting a certified position in Kentucky, Bernthal-Lenoir shall submit written proof to the Board that she has completed the three (3) hours of Administration Code Training recommended by KDE. If Bernthal-Lenoir fails to satisfy this condition prior to accepting certified employment, Certificate Number 199604639 shall be administratively suspended until such condition is satisfied. Bernthal-Lenoir is aware that should she violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous (Mr. Graham recused)*

180187 Marshall Graham

Accept Agreed Order stating Graham is not currently employed as an educator and has no immediate plans to return to the education profession. However, prior to accepting a certified position in Kentucky, Graham shall submit written proof to the Board that he has completed a training course on Preventing Bullying and/or Hazing, as approved by the Board. Graham shall pay any expense incurred. If Graham fails to satisfy this condition prior to accepting certified employment, Certificate Number 000037170 shall be administratively suspended until such condition is satisfied.

Upon accepting a certified position, Certificate Number 000037170 shall be subject to the following condition for a period of two (2) years:

1. Graham shall not receive any disciplinary action for allowing bullying/hazing of any student athlete from any school district in which he is employed. If Graham fails to satisfy this condition, Certificate Number 000037170 shall be administratively suspended pending Board review and disposition.

“Disciplinary action” is defined as any termination, suspension, 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, including any appeal therefrom. If the tribunal amends the disciplinary action or if Respondent agrees to amend the disciplinary action through arbitration, the new disciplinary action if a

termination, suspension, or public reprimand shall be considered a violation of this condition.

Graham is aware that should he violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

1702133 Steven Edwards

Accept Agreed Order stating, upon acceptance of this agreement by the Board:

1. By March 1, 2019, Edwards shall provide written proof to the Board that he has completed IEP Training, as approved by the Board. Edwards shall pay any expense incurred. If Edwards fails to satisfy this condition by March 1, 2019, Certificate Number 2011505018 shall be administratively suspended until such condition is satisfied.

Edwards is aware that should he violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

1803381 Matthew Humphress

Accept Agreed Order stating Certificate Number 201132340 is revoked for a period of twenty (20) years. Humphress shall neither apply for, nor be issued, a teaching and/or administrative certificate in the Commonwealth of Kentucky during this time. Upon acceptance of this agreement by the Board, Humphress 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.

In addition to any academic or professional requirements, Humphress shall submit the following before receiving a certificate in the future:

Humphress shall submit written proof to the Board, from a licensed/certified psychiatrist or mental health professional, as 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

an educator, and is compliant with all treatment recommendations. If the evaluating psychiatrist or mental health professional recommends ongoing treatment, Humphress shall provide to the Board quarterly written progress reports to begin three (3) months after submission of the initial evaluation to the Board, until the evaluating psychiatrist or mental health professional releases Humphress from treatment. Failure to provide this proof prior to applying for any new certificates will result in any application by Humphress being automatically denied until he provides said proof.

Humphress shall submit written proof to the Board that he has completed a course of training/professional development on the topic of Appropriate Student-Teacher Boundaries as approved by the Board. Any cost for said training shall be paid for by Humphress. Failure to provide this proof prior to applying for any new certificates will result in any application by Humphress being automatically denied until he provides said proof.

Humphress shall provide written proof to the Board that he has completed a course of training/professional development on the topic of the Professional Code of Ethics for Kentucky School Certified Personnel as approved by the Board. Any cost for said training shall be paid for by Humphress. Failure to provide this proof prior to applying for any new certificates will result in any application by Humphress being automatically denied until he provides said proof.

Once the twenty (20) year period has concluded, any certificates issued to Humphress shall be placed under a permanent probation. During this probation, Humphress shall receive no disciplinary action related to student-teacher boundaries. "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 a tribunal and/or arbitration process. If Humphress receives disciplinary action related to student-teacher boundaries during the probation period, any certificate issued to him will be automatically and permanently revoked.

Humphress is aware that should he violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action

and seek additional sanctions.

Vote: *Unanimous*

180185 Catherine Dircksen

Accept Agreed Order admonishing Dircksen for using poor judgment while redirecting a student. Being aware of potential dangers to children when addressing their behavior is a key part of effective discipline. While the Board acknowledges that Dircksen did not intend to cause any harm, it urges her to be more mindful of the situation in the future.

On or before September 1, 2019, Dircksen shall provide written proof to the Board that she has completed a course of training/professional development on the subject of Classroom Management. Any cost for said training shall be incurred by Dircksen. If Dircksen fails to provide said proof on or before September 1, 2019, Certificate Number 201171878 shall be administratively suspended until such time as Dircksen provides the proof.

On or before September 1, 2019, Dircksen shall provide written proof to the Board that she has completed a course of training/professional development on the subject of the Professional Code of Ethics for Kentucky School Certified Personnel. Any cost for said training shall be incurred by Dircksen. If Dircksen fails to provide said proof on or before September 1, 2019, Certificate Number 201171878 shall be administratively suspended until such time as Dircksen provides the proof.

Dircksen is aware that should she violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

1803139 Megan Bramel

Accept Agreed Order admonishing Bramel for sharing confidential information about a student to those who had no educational purpose for knowing said information. As an education professional, it is Bramel's responsibility to safeguard information about her students, both for their safety and out of respect for students and their families. The Board will tolerate no further misconduct from Bramel.

On or before September 1, 2019, Bramel shall provide written proof to the Board that she has completed a course of training/professional development on the subject of Confidentiality as approved by the Board. Any cost for this training shall be incurred by Bramel. Failure to provide the written proof on or before September 1, 2019 shall result in Certificate Number 200379760 being administratively suspended until such time as Bramel provides the proof.

Certificate Number 200379760 shall be placed under a probationary period of three (3) years. During this probationary period, Bramel shall not receive any disciplinary action from a school district. "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 by a tribunal and/or arbitration process. If Bramel receives disciplinary action during the probation period, Certificate Number 200379760 will be automatically suspended pending Board consideration.

Bramel is aware that should she violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

1804605 Zachary Adams

Accept Agreed Order admonishing Adams for having inappropriate conversations with students via social media. The Board expects certified professionals to behave in a professional manner and to maintain professional relationships with students. Engaging in conversations of a sexual nature is wholly unprofessional and can be extremely injurious to a student's emotional well-being. The Board shall tolerate no further misconduct from Adams.

Certificate Number 201180683 is hereby suspended for a period of two (2) years from the date on which the Board approves this agreement. Adams shall neither apply for nor be issued any teaching and/or administrative certificate in the Commonwealth of Kentucky for the two (2) year suspension period.

After the two (2) year period has expired, Certificate Number 201180683 shall only be reinstated if the following

conditions are met:

1. Adams shall provide written proof to the Board that he has completed a course of training on the subject of Appropriate Student-Teacher Boundaries as approved by the Board. Any cost for said training will be incurred by Adams. Failure to provide said proof shall result in Certificate Number 201180683 continuing to be suspended until such time as Adams provides the proof.
2. Adams shall provide written proof to the Board that he has completed a course of training on the subject of the Professional Code of Ethics for Kentucky School Certified Personnel as approved by the Board. Any cost for said training will be incurred by Adams. Failure to provide said proof shall result in Certificate Number 201180683 continuing to be suspended until such time as Adams provides the proof.

After the two (2) year period has expired, Certificate Number 201180683 shall be under a five (5) year probation, beginning the first day that Adams begins a new position that requires Kentucky educator certification. During the five (5) year probationary period, Adams shall abide by the following condition:

1. Adams shall receive no disciplinary action related to student-teacher boundaries. "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 a tribunal and/or arbitration process. If Adams receives disciplinary action related to student-teacher boundaries during the probation period, any certificate issued to him will be automatically suspended pending Board consideration.

Adams is aware that should he violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

1803149 James Patrick Tines

Accept Agreed Order admonishing Tines for not following the pre-existing plan that was put in place to manage a special needs student's behavior. Tines must be aware, as both an educator and an administrator, that such students require more nuanced disciplinary strategies, and must employ the proper methods no matter the situation.

Tines is further admonished for engaging in a relationship with a subordinate. While the Board recognizes that, in this instance, Tines did not coerce his subordinate or otherwise use his position as a supervisor in any undue way, having such a relationship still puts both his authority as an administrator and the educational environment at risk. The Board will tolerate no further misconduct from Tines.

By September 1, 2019, Tines shall submit to the Board written proof that he has taken a course of professional development/training on the subject of classroom management. Any course for said training shall be paid for by Tines. Failure to provide this written proof will result in Certificate No. 200206534 being administratively suspended until such time as Tines provides the proof.

By September 1, 2019, Tines shall submit to the Board written proof that he has taken a course of professional development/training on the subject of the Professional Code of Ethics for Kentucky School Certified Personnel. Any course for said training shall be paid for by Tines. Failure to provide this written proof will result in Certificate No. 200206534 being administratively suspended until such time as Tines provides the proof.

Tines is aware that should he violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

Recommended Order
Case Name

1003157 Berry Ward

Decision

Accept the hearing officer's Findings of Fact, Conclusions of Law and Recommended Order that Certificate Number 000015641 is revoked. The Respondent shall immediately surrender the original and all copies of his certificates by personal delivery or first class mail, to the Education

Professional Standards Board, 100 Airport Road, 3rd Floor, Frankfort, KY 40601. The Respondent shall neither apply for nor be issued a teaching, administrative, or emergency certificate in the Commonwealth of Kentucky at any time in the future. Any future application submitted by the Respondent, or on his behalf, shall be denied.

Vote: *Unanimous*

1511823 Robin Shepherd

Accept the hearing officer's Findings of Fact, Conclusions of Law and Recommended Order that Certificate Number 199701696 is revoked. The Respondent, Robin Shepherd, shall immediately surrender the original and all copies of her certificates by personal delivery or first class mail, to the Education Professional Standards Board, 100 Airport Road, 3rd Floor, Frankfort, KY 40601. The Respondent shall neither apply for nor be issued a teaching, administrative, or emergency certificate in the Commonwealth of Kentucky at any time in the future. Any future application submitted by the Respondent, or on her behalf, shall be denied.

Vote: *Unanimous*

1011716 Nicole Finley

Accept the hearing officer's Findings of Fact, and Conclusions of Law and modify the Recommended Order. In the Recommended Order, paragraph 3 is to be stricken in its entirety and replaced with:

3. Respondent's teaching certificate is suspended for a period of thirty (30) days from the date of this order. Prior to reinstatement, Respondent shall satisfactorily complete and report to the Board that she has satisfied the following terms and conditions:
 - a. The Respondent shall be seen by an appropriate mental health official approved by the Board and at her own expense who will counsel her concerning anger control and maintaining appropriate professional boundaries;
 - b. The Respondent's teaching certificate shall not be reinstated unless and until that mental health official reports to the Board that in the mental health official's reasonable medical opinion, the Respondent can return to teaching without endangering the health, safety, and welfare of her students and colleagues;

- c. The mental health official's report shall include his or her professional opinion concerning the continuing treatment and counseling the Respondent should receive before and after she returns to teaching; and
- d. The Respondent's teaching certificate shall not be reinstated until she presents proof that she has satisfied the above conditions.

Vote: *Unanimous*

Deny Respondent's motion for Oral Argument.

Vote: *Unanimous*

Motion made by Steven Thomas seconded by David Graham to adjourn the meeting.

Vote: Unanimous

Meeting adjourned at 3:54 p.m.

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action/Consent Item:

Board Approval for “Be the Elephant”: Preventing Sexual Harassment and Abuse of Students by Education Personnel.

Commissioner’s Recommendation:

The Education Professional Standards Board should approve the proposed course as training for educators with cases before the Board.

Rationale:

Staff has reviewed the training and has found that the course will address the needs of educators referred for specific training. While the Board has other pre-approved trainings that cover educator ethics and professional boundaries, this is the first training proposal that covers preventing sexual harassment and abuse of students by educators in an in person setting. Enclosed under separate cover is a detailed description and outline for the course, as well as information on the course developer. Additional information can be found at the following website: <https://www.gelainewr.com/resources>.

Action Question:

Should the Education Professional Standards Board approve the in person course “Be the Elephant”: Preventing Sexual Harassment and Abuse of Students by Education Personnel as training for individuals with cases before the Board?

Applicable Statute or Regulation:

KRS 161.028, KRS 161.120

History/Background:

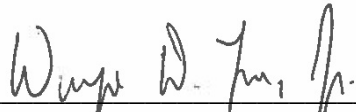
Existing Policy: Pursuant to its authority under KRS 161.120(1), the Board “may impose probationary or supervisory conditions upon...any certificates” issued by the Board. The Board has used this authority to require educators, through an Agreed or Final Order, to attend specific training to address the alleged misconduct and prevent any further incidents. The Board’s *Procedures Relating to Action on an Educator’s Certification, Section III: Board Action on Complaints or Reports* includes a Deferral for Training option, which allows an educator the opportunity to complete a recommended training and submit written proof to the Board for a dismissal of his/her case.

Summary: The Board currently has five pre-approved providers offering sixty different trainings; however, there is not a current pre-approved training focused specifically on preventing sexual harassment and abuse of students by education personnel.

Budget Impact: There is no budgetary impact.

Contact Person:

Ms. Chelsea Young, Director
Division of Educator Ethics
Office of Educator Licensure and Effectiveness
(502) 564-4606
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Commissioner of Education

Date:

October 8, 2018

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action/Consent Item:

Waiver of Student Teacher Placement for Alexis Gamblin

Commissioner's Recommendation:

The Education Professional Standards Board should approve the alternative waiver request.

Rationale:

There are very few, if any, certified foreign language teachers in elementary schools. Therefore, Western Kentucky University was unable to find an elementary school placement for Ms. Gamblin's student teaching. However, efforts have been made to assure that the candidate will receive exposure to elementary instruction.

Action Question:

Should the Education Professional Standards Board (EPSB) approve the waiver of student teacher placement for Alexis Gamblin, and allow her to complete a 70-day placement in a high school setting?

Applicable Statute or Regulation:

KRS 161.028, KRS 161.030, 16 KAR 5:040

History/Background:

Existing Policy: Candidates pursuing a primary through grade 12 certificate shall have their student teaching balanced between an elementary school placement and middle school or high school placement. Institutions unable to locate a placement aligned with grade level requirements shall submit an alternative placement request to EPSB staff. EPSB staff may pre-approve the alternative placement request. If approved, the request will be placed on the consent agenda for Board action.

Summary: Western Kentucky University has requested that their teacher candidate, Alexis Gamblin, complete her 70 days of student teaching in the high school setting. She will receive exposure to foreign language in an elementary setting prior to and during her student teaching experience. The Cooperating Teacher selected has prior experience with elementary students.

Budget Impact: There is no budgetary impact.

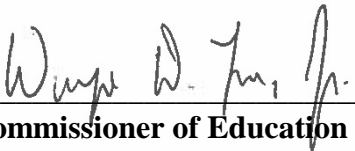
Groups Consulted and Brief Summary of Responses:

Three staff members from the Division of Educator Preparation, Assessment and Internship (Cathy Jackson, Allison Bell, and Brandon Harrod) met to review the Alternative Placement Request for Alexis Gamblin from Western Kentucky University and the supporting documents.

Because of the efforts of WKU to assure that their candidate will receive exposure to elementary instruction, the group supports the Alternative Waiver Request for this student.

Contact Person:

Ms. Cathy Jackson, Cooperating Teacher Program
Division of Educator Preparation, Assessment and Internship
Office of Educator Licensure and Effectiveness
(502) 564-4606
E-mail: cathy.jackson@ky.gov



Wayne D. Jones

Commissioner of Education

Date:

October 8, 2018

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action/Consent Item:

2018-2019 Emergency Non-Certified School Personnel Program

Commissioner's Recommendation:

The Education Professional Standards Board should approve the local school districts' applications for the Emergency Non-Certified School Personnel Program for the 2018-2019 school year.

Rationale:

All recommended districts have met the requirements of 16 KAR 2:030.

Action Question:

Should the Education Professional Standards Board approve the local school districts' applications for the Emergency Non-Certified School Personnel Program 2018-2019?

Applicable Statute or Regulation:

16 KAR 2:030, Section 3

History/Background:

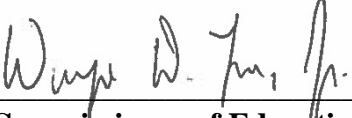
Existing Policy: Pursuant to 16 KAR 2:030, Section 3, a school district may submit a written application for participation in the Emergency Non-Certified School Personnel Program any time during the school year.

Summary: Attached is a list of the school districts that staff is recommending for continuance in the program for the 2018-2019 school year. All districts recommended have submitted a year-end summary report as required by 16 KAR 2:030 and have requested continuation in this program for the 2018-2019 school year.

Budget Impact: There is no budgetary impact.

Contact Person:

Mr. Daniel Clark
Division of Certification
Office of Educator Licensure and Effectiveness
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E-mail: danielp.clark@ky.gov



Commissioner of Education

Date:
October 8, 2018

Emergency Non-Certified Districts Renewing for 2018-2019

- 1. Barren County**
- 2. Boone County**
- 3. Bourbon County**
- 4. Campbell County**
- 5. Carter County**
- 6. Casey County**
- 7. Christian County**
- 8. Crittenden County**
- 9. Eminence Independent**
- 10. Estill County**
- 11. Franklin County**
- 12. Fulton Independent**
- 13. Gallatin County**
- 14. Grant County**
- 15. Hancock County**
- 16. Harrison County**
- 17. Lee County**
- 18. Letcher County**
- 19. Menifee County**
- 20. Morgan County**
- 21. Paris Independent**
- 22. Pendleton County**
- 23. Scott County**
- 24. Trigg County**
- 25. Union County**
- 26. Warren County**
- 27. Washington County**
- 28. Wolfe County**
- 29. Woodford County**

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Review Item:

New Regulation: Professional Certificates for Advanced Educational Leadership, Notice of Intent

Rationale:

The regulatory updates based on the recommendations from the stakeholders will streamline the regulations for Advanced Educational Leaders and implement the national standards that articulate the knowledge and skills expected of school leaders.

Applicable Statute or Regulation:

KRS 161.020, 161.027, 161.028, 161.030, 16 KAR 3:010, 16 KAR 3:020, 16 KAR 3:030, 16 KAR 3:040, 16 KAR 3:050

History/Background:

Existing Policy: The requirements for administrative preparation and certification are currently divided among five regulations: 16 KAR 3:010, 16 KAR 3:020, 16 KAR 3:030, 16 KAR 3:040, and 16 KAR 3:050. In August 2016, the EPSB became a partner with Western Kentucky University and the Green River Regional Educational Cooperative through a Wallace Foundation Grant for improving principal preparation. The University Principal Preparation Initiative (UPPI) Grant focused on updating state policy and practice related to effective principal preparation. The UPPI stakeholder group brought together all related organizations for principal development, preparation, and professional training to review the regulation on principal preparation, as well as other educational leadership regulations. At the February 12, 2018 meeting, at the recommendation of the UPPI stakeholders, the Board approved the adoption of the Professional Standards for Educational Leaders as the updated standards for all educational leadership preparation programs in Kentucky. These national standards articulate the knowledge and skills expected of school leaders.

Summary: The full recommendations from the UPPI stakeholder group were approved by the Board at the August 20, 2018 meeting. The proposed regulation incorporates the recommendations of the UPPI stakeholders into one regulation for Advanced Educational Leadership. A copy of the proposed regulation will be provided with the addendum materials.

Budget Impact: There is no budgetary impact.

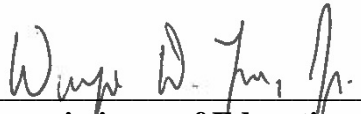
Groups Consulted and Brief Summary of Responses:

UPPI Stakeholder Group

The UPPI stakeholder group brought together all related organizations for principal development, preparation, and professional training to review the regulation on principal preparation, as well as other educational leadership regulations. This group made recommendations to the Board to update the administrative regulations.

Contact Person:

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E-mail: cassie.trueblood@ky.gov



Commissioner of Education

Date:

October 8, 2018

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action/Discussion Item:

16 KAR 2:210. Provisional and Professional Certificate for Orientation and Mobility Specialist.

Commissioner's Recommendation:

The Education Professional Standards Board should approve the new regulation 16 KAR 2:210.

Rationale:

The creation of this non-teaching certificate, will help address the critical shortage of Orientation and Mobility Specialist in Kentucky. These specialists provide instruction relating to safe and effective travel skills within the environments in school, home and the community settings, and are needed to serve the blind and visually impaired students in Kentucky.

Action Question:

Should the Education Professional Standards Board approve 16 KAR 2:210?

Applicable Statute or Regulation:

KRS 161.020, 161.028, 161.030

History/Background:

Existing Policy: At the April 9, 2018 meeting, the Board adopted the curricular standards of the Academy for Certification of Vision Rehabilitation and Education Professionals as the program standards for educator preparation programs for Orientation and Mobility Specialists. These standards identify the specific knowledge, skills, and behavioral attributes required to serve as an Orientation and Mobility Specialist.

Summary: At the August 20, 2018 meeting, the Board was presented with the first reading of 16 KAR 2:210. This new regulation would establish the provisional and professional certificates for orientation and mobility specialists and the requirements for obtaining and maintaining that certificate. The proposed regulation is now being brought before the Board for approval.

Budget Impact: There will be some cost associated with issuing this new certificate. However, the cost will be offset by the certification fees.

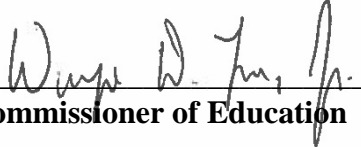
Groups Consulted and Brief Summary of Responses:

University of Kentucky

At the February 12, 2018 meeting, the Board heard information regarding the creation of an Other Instructional Services Certificate for Orientation and Mobility Specialists. The University of Kentucky submitted a request regarding the creation of this non-teaching certificate. The proposal indicated that districts were struggling or unable to meet service time on IEPs for blind and visually impaired students due to the critical shortage of Orientation and Mobility Specialists in Kentucky. It is believed that the creation of this certificate will help to alleviate that shortage.

Contact Person:

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Commissioner of Education

Date:

October 8, 2018

1 EDUCATION AND WORKFORCE DEVELOPMENT CABINET

2 EDUCATION PROFESSIONAL STANDARDS BOARD

3 (New Administrative Regulation)

4 **16 KAR 2:210. Provisional and Professional Certificate for Orientation and Mobility Specialist.** RELATES TO: KRS 161.020, 161.028, 161.030

6 STATUTORY AUTHORITY: KRS 161.028, 161.030

7 NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.030(1) vests the Education Professional Standards Board with the authority to certify all teachers and other professional school personnel in public schools. KRS 161.030(2) requires the Education Professional Standards Board to establish standards and requirements for obtaining and maintaining a certificate. KRS 161.030(1) requires all certificates to be issued in accordance with the administrative regulations of the board. This administrative regulation establishes the standards for the issuance of a certificate for the position of orientation and mobility specialist.

14 Section 1. Requirements for the Provisional Certificate for Orientation and Mobility Specialist. (1)The provisional certificate for orientation and mobility specialist shall be issued to an applicant who has:

17 (a) A bachelor's degree or higher from a regionally accredited institution with:

18 1. A cumulative minimum grade point average of 2.75 on a 4.0 scale; or

19 2. A minimum grade point average of 3.0 on a 4.0 scale on the last thirty (30) hours of credit completed, including undergraduate and graduate coursework.

21 (b) Completed coursework towards an approved preparation program from a regionally ac-

1 credited institution for orientation and mobility specialists;

2 (c) A valid Academy of Certification of Vision Rehabilitation and Educational Professional
3 (ACVREP) certification in orientation and mobility; and

4 (d) An offer of employment from a Kentucky school district or accredited nonpublic school as
5 an orientation and mobility specialist.

6 (2) To apply for the provisional certificate for orientation and mobility specialist, the applicant
7 shall submit a completed Form CA-1 to the Education Professional Standards Board.

8 (3) The provisional certificate for orientation and mobility specialist shall be issued for a validity
9 period of one (1) year.

10 (4) The provisional certificate for orientation and mobility specialist shall be valid for providing
11 orientation and mobility services for all grade levels.

12 (5) To renew the provisional certificate for orientation and mobility specialist, the applicant
13 shall:

14 (a) Submit a completed Form CA-2 to the Education Professional Standards Board;

15 (b) Maintain current ACVREP certification;

16 (c) Have an offer of employment from a Kentucky school district or accredited nonpublic
17 school as an orientation and mobility specialist; and

18 (d) Provide proof of completion of one-half of the requirements of Section 2(1)(c).

19 Section 2. Requirements for the Professional Certificate for Orientation and Mobility Special-
20 ist. (1)The professional certificate for orientation and mobility specialist shall be issued to an ap-
21 plicant who has:

22 (a) A bachelor's degree or higher from a regionally accredited institution with:

23 1. A cumulative minimum grade point average of 2.75 on a 4.0 scale; or

1 2. A minimum grade point average of 3.0 on a 4.0 scale on the last thirty (30) hours of
2 credit completed, including undergraduate and graduate coursework;

3 (b) Completed an approved preparation program from a regionally accredited institution for
4 orientation and mobility specialists;

5 (c) Successfully completed:

6 1. A minimum of 150 hours of an internship working with children under the supervision
7 of an ACVREP certified orientation and mobility specialist; or

8 2. A minimum of 150 hours work experience as an orientation and mobility specialist
9 providing services to children; and

10 (d) A valid ACVREP certification in orientation and mobility.

11 (2) To apply for the professional certificate for orientation and mobility specialist, the applicant
12 shall submit a completed Form CA-1 to the Education Professional Standards Board.

13 (3) The professional certificate for orientation and mobility specialist shall be issued for a validi-
14 ty period of five (5) years.

15 (4) The professional certificate for orientation and mobility specialist shall be valid for providing
16 orientation and mobility services for all grade levels.

17 (5) To renew the professional certificate for orientation and mobility specialist, the applicant
18 shall:

19 (a) Submit a completed Form CA-2 to the Education Professional Standards Board; and

20 (b) Maintain current ACVREP certification.

21 Section 3. Requirements for an Approved Program of Preparation. (1) The approved program of
22 preparation shall be based upon the orientation and mobility curricular standards defined by the
23 Association of the Education and Rehabilitation of the Blind and Visually Impaired (AER).

1 (2) The program of preparation shall be submitted to the Education Professional Standards
2 Board for approval pursuant to the requirements established in 16 KAR 5:010.

3 (3) The program of preparation shall be submitted through the educator preparation provider.

4 Section 4. Incorporation by Reference. (1) The following material is incorporated by reference:

5 (a) Form CA-1, 10/18, Education Professional Standards Board;

6 (b) Form CA-2, 10/18 , Education Professional Standards Board; and

7 (b) O&M Curricular Standards of the Association of the Education and Rehabilitation of the
8 Blind and Visually Impaired, 2016.

9 (2) This material may be inspected, copied, or obtained, subject to applicable copyright law,
10 at the Education Professional Standards Board, 100 Airport Road, 3rd Floor, Frankfort, Ken-
11 tucky 40601, Monday through Friday, 8 a.m. to 4:30 p.m.

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action/Discussion Item:

16 KAR 9:040. Part-time Adjunct Instructor Certificate, Amendment

Commissioner's Recommendation:

The Education Professional Standards Board should approve the amendments to 16 KAR 9:040.

Rationale:

The proposed amendments are in line with other recent regulatory updates made by the Board, and will align 16 KAR 9:040 with other regulations.

Action Question:

Should the Education Professional Standards Board approve amendments to 16 KAR 9:040?

Applicable Statute or Regulation:

KRS 160.380(5)(c), 161.020, 161.028, 161.030, 161.046, 161.048, 161.120,
16 KAR 9:040

History/Background:

Existing Policy: 16 KAR 9:040 establishes the requirements for an adjunct instructor certificate. Currently the regulation requires a minimum cumulative GPA of at least 2.5 on a 4.0 scale or a minimum GPA of at least 3.0 on a 4.0 scale on the last sixty hours of credit completed. The regulation also contains the requirement that initial applicants for certification submit a state and criminal background check, however, the Board previously waived this requirement.

Summary: At the August 20, 2018 meeting, the Board reviewed proposed amendments to 16 KAR 9:040 that update the GPA requirements to a minimum cumulative GPA of at least 2.75 on a 4.0 scale or a minimum GPA of at least 3.0 on a 4.0 scale on the last thirty hours of credit completed. The amendments also remove the requirement for an applicant for initial certification to submit a state and criminal background check. These amendments are in line with other recent regulatory updates made by the Board. The proposed, amended regulation is now being brought before the Board for approval.

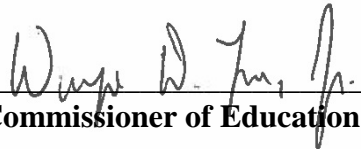
Budget Impact: There is no budgetary impact.

Contact Person:

Ms. Cassie Trueblood, Policy Advisor
Office of Educator Licensure and Effectiveness

(502) 564-4606

E-mail: cassie.trueblood@ky.gov



Commissioner of Education

Date:

October 8, 2018

1 **EDUCATION AND WORKFORCE DEVELOPMENT CABINET**

2 **EDUCATION PROFESSIONAL STANDARDS BOARD**

3 **(Amendment)**

4 **16 KAR 9:040. Part-time adjunct instructor certificate.**

5 RELATES TO: KRS 160.380(5)(c), 161.020, 161.028(1)(a), (c), 161.030, 161.046,
6 161.048(5), 161.120

7 STATUTORY AUTHORITY: KRS 161.028(1)(a), (c), 161.030, 161.046(2), 161.048(1)(d)

8 NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.046 and 161.048(5) authorize
9 the position of adjunct instructor and require the Education Professional Standards Board to
10 promulgate administrative regulations to establish certification requirements. This administrative
11 regulation establishes the minimum requirements for an adjunct instructor certificate.

12 Section 1. Definition. "Exceptional life or work experience candidate" means a person with
13 recognized superiority as compared with others in rank, status, and attainment or superior
14 knowledge and skill in comparison with the generally-accepted standards in the area in which
15 certification is sought.

16 Section 2. Candidate Eligibility Requirements. (1) An adjunct instructor shall meet the re-
17 quirements for good moral character as required in KRS 161.120 and the following requirements
18 relating to educational and occupational experience:

19 (a) An adjunct instructor employed in middle school or secondary school shall hold:

20 1. A bachelor's degree from a regionally accredited institution with:

21 a.(i) A cumulative minimum grade point average of at least 2.75 [~~2.50~~] on a 4.00 scale; or

1 (ii) A minimum grade point average of at least 3.0 on a 4.0 scale on the last thirty (30)~~[sixty~~
2 ~~(60)]~~ hours of credit completed, including undergraduate and graduate coursework; and

3 b. A major, minor, or area of concentration in the specialty subject to be taught; or

4 2. A master's degree in the specialty subject to be taught from a regionally-accredited institu-
5 tion with the minimum grade point average established in subparagraph 1.a. of this paragraph;

6 (b) An adjunct instructor in elementary school or early childhood education program shall
7 hold:

8 1. A bachelor's degree from a regionally-accredited institution with:

9 a.(i) A cumulative minimum grade point average of at least 2.75~~(2.50)~~ on a 4.0 scale; or

10 (ii) A minimum grade point average of at least 3.0 on a 4.0 scale on the last thirty (30)~~[sixty~~
11 ~~(60)]~~ hours of credit completed, including undergraduate and graduate coursework; and

12 b. A major, minor, or area of concentration in a planned program of child development or a
13 related area; or

14 2. A master's degree in a planned program of child development or a related area from a re-
15 gionally accredited institution with the minimum grade point average established in subpara-
16 graph 1.a. of this paragraph; and

17 (c) An adjunct instructor for occupation-based career and technical education shall:

18 1. Be a high school graduate;

19 2. Have at least four (4) years of appropriate occupational experience for the specialty to be
20 taught; and

21 3.a. Complete the specialty area examination prerequisite as established in 16 KAR 6:020; or

22 b. Hold either an associate degree or technical diploma in a related area.

23 (2)(a) An applicant for adjunct instructor certification who does not meet the minimum aca-

1 demic preparation requirements established in subsection (1) of this section may apply for this
2 certificate as an exceptional life or work experience candidate.

3 (b) An exceptional life or work experience candidate shall be recommended by the employing
4 school district and complete the application process established in subsection (3) of this section.

5 (c) An exceptional life or work experience candidate shall include the following information
6 as verification of exceptional qualifications in the field of endeavor to be taught or service to be
7 practiced:

8 1. Sufficient documentation that demonstrates to the local school district and the Education
9 Professional Standards Board that an applicant is an exceptional life or work experience candi-
10 date as defined in Section 1 of this administrative regulation and has talents and abilities com-
11 mensurate with the Kentucky Teacher Standards for Preparation and Certification established in
12 16 KAR 1:010;

13 2. Documentation of achievement that may include academic and nonacademic preparation,
14 distinguished employment, evidence of related study or experience, publications, professional
15 achievement, or recognition attained for contributions to an applicant's field or endeavor; and

16 3. Recommendations from professional associations, former employers, professional col-
17 leagues, or any other individual or group whose evaluations shall support exceptional life or
18 work experience in this field.

19 (3) Form CA-25 signed by the local district superintendent and approved by the local board of
20 education shall be submitted to the Education Professional Standards Board for each adjunct in-
21 structor.

22 (a) The application shall be accompanied by official transcripts of all college credits earned
23 by the prospective adjunct instructor along with documentation of any exceptional competencies

1 or experiences submitted in support of the application.

2 (b) Upon receipt of the application and appropriate documentation, a candidate meeting all of
3 the requirements shall be issued a one (1) year adjunct instructor certificate.

4 Section 3. Orientation Program. Each local board of education shall provide for an orientation
5 program for the adjunct instructors employed within the district.

6 (a) A detailed description of the orientation program shall be a part of the certificate applica-
7 tion form.

8 (b) The orientation program shall include an emphasis on student safety, district policies and
9 procedures, and pedagogical assistance commensurate with the Kentucky Teacher Standards for
10 Preparation and Certification established in 16 KAR 1:010.

11 ~~Section 4. An applicant for a part time adjunct instructor who is not currently certified as an~~
12 ~~educator in Kentucky shall submit a national and state criminal background check performed in~~
13 ~~accordance with KRS 160.380(5)(c) within twelve (12) months prior to the date of application.~~

14 ~~—Section 5. Incorporation by Reference. (1) "Form CA-25", 10/18 [08/15], is incorporated by~~
15 ~~reference.~~

16 (2) This material may be inspected, copied, or obtained, subject to applicable copyright law,
17 at the Education Professional Standards Board, 100 Airport Road, 3rd Floor, Frankfort, Ken-
18 tucky 40601, Monday through Friday, 8 a.m. to 4:30 p.m.

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action/Discussion Item:

16 KAR 2:100. Junior Reserve Officers Training Corps, Amendment

Commissioner's Recommendation:

The Education Professional Standards Board should approve the amendments to 16 KAR 2:100.

Rationale:

The proposed amendments to 16 KAR 2:100, removes the certificate for a senior instructor of the Junior Guard because the program is no longer recognized by the National Guard. The amendments also reflect the Board's action to waive background check requirements for applicants for initial certification, aligning 16 KAR 2:100 with other recent regulatory updates.

Action Question:

Should the Education Professional Standards Board approve amendments to 16 KAR 2:100?

Applicable Statute or Regulation:

16 KAR 2:100. KRS 160.380(5), 161.010, 161.020, 161.028, 161.030

History/Background:

Existing Policy: 16 KAR 2:100 establishes the Kentucky certification for instructor of the Junior Reserve Officers Training Corps. The current version of the regulation, creates a certificate for the senior instructor of the Junior Guard. The regulation also requires the completion of the New to Kentucky Teacher and Substitute Teacher Orientation Modules for renewal of the certificate for junior instructor of the Junior Reserve Officers Training Corps. 16 KAR 2:100 also contains the requirement that applicants for initial certification submit a background check, however, the Board previously waived that requirement.

Summary: At the August 20, 2018 meeting, the Board reviewed proposed amendments to 16 KAR 2:100 which eliminated the certificate for the senior instructor of the Junior Guard since the program is no longer recognized by the Kentucky National Guard. The amendments also remove the requirement for an applicant for initial certification to submit a state and criminal background check. Additionally, the amendment will no longer require completion of the New to Kentucky Teacher and Substitute Teacher Orientation Modules for renewal. The proposed, amended regulation is now being brought before the Board for approval.

Budget Impact: There is no budgetary impact.

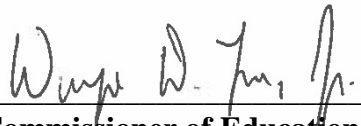
Groups Consulted and Brief Summary of Responses:

Kentucky National Guard

The Junior Guard program previously existed as a pilot program under the Recruiting and Retention Federal funding umbrella. The program is no longer a Federally-funded program nor is it specifically sanctioned by Federal law or regulation. Therefore, the Kentucky National Guard is precluded from recognizing or endorsing the Junior Guard program as a program of the Kentucky National Guard.

Contact Person:

Ms. Cassie Trueblood, Policy Advisor
Office of Educator Licensure and Effectiveness
(502) 564-4606
E-mail: cassie.trueblood@ky.gov



Commissioner of Education

Date:

October 8, 2018

1 EDUCATION AND WORKFORCE DEVELOPMENT CABINET

2 EDUCATION PROFESSIONAL STANDARDS BOARD

3 (Amendment)

4 **16 KAR 2:100. Junior Reserve Officers Training Corps, ~~[and Junior Guard certification.]~~**

5 RELATES TO: KRS 160.380(5), 161.010, 161.020, 161.028, 161.030

6 STATUTORY AUTHORITY: KRS 161.028, 161.030

7 NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.028(1) authorizes the Education
8 Professional Standards Board to establish standards and requirements for obtaining and main-
9 taining a teaching certificate and for programs of preparation for teachers and other professional
10 school personnel, and KRS 161.030(1) requires all certificates issued under KRS 161.010 to
11 161.126~~[161.1266]~~ to be issued in accordance with the administrative regulations of the board.
12 This administrative regulation establishes the Kentucky certification for instructor of the Junior
13 Reserve Officers Training Corps.

14 Section 1. (1) The certificate for senior instructor, Junior Reserve Officers Training Corps,
15 shall be issued initially for a two (2) year period to an applicant if the applicant has submitted a
16 Form CA-8 and the following:

- 17 (a) A bachelor's degree from a standard college or university as defined by KRS 161.010;
- 18 (b) An official recommendation by the appropriate branch of military service;
- 19 (c) A contract for this employment by a local school district;
- 20 (d) A recommendation for certification by the local school superintendent; and
- 21 (e) ~~[A national and state criminal background check performed in accordance with KRS~~

1 ~~160.380(5) within twelve (12) months prior to the date of application; and~~

2 ~~—(f)] A DD214 documenting honorable service.~~

3 (2) The certificate for senior instructor, Junior Reserve Officers Training Corp, may be re-
4 newed for a five (5) year period upon recommendation by the local school superintendent and
5 upon completion of nine (9) semester hours to include:

6 (a) Human growth and development and learning theory;

7 (b) Foundations of education; and

8 (c) Career development and vocational planning.

9 (3) Each five (5) year renewal thereafter shall require the completion of two (2) years of expe-
10 rience teaching in the Junior Reserve Officers Training Corps.

11 Section 2. (1) The certificate for junior instructor, Junior Reserve Officers Training Corps,
12 shall be issued initially for a two (2) year period to an applicant if the applicant has:

13 (a) Graduated high school, or its equivalence as determined by a minimum passing standard
14 on the General Education Development Test;

15 (b) Submitted an official recommendation by the appropriate branch of military service;

16 (c) Submitted a contract for this employment by a local school district;

17 (d) Submitted a recommendation for certification by the local school superintendent; and

18 (e) ~~[Submitted a national and state criminal background check performed in accordance with~~
19 ~~KRS 160.380(5) within twelve (12) months prior to the date of application; and~~

20 ~~—(f)] Submitted a DD214 documenting honorable service.~~

21 (2) Initial Renewal. The certificate for junior instructor, Junior Reserve Officers Training
22 Corps, may be initially renewed for a two (2) year period upon application to the board. The ap-
23 plicant shall complete and submit Form CA-2, incorporated by reference in 16 KAR 4:060, and

1 submit verification:

2 (a) By the local school superintendent of two (2) years' experience as a Junior Reserve Officer
3 Training Corps Instructor at a local school district; and

4 (b) ~~[Of successful completion of the "New to Kentucky Teacher" Module and the "Substitute~~
5 ~~Teacher Orientation" Module found on www.kyeducators.org. The junior ROTC instructor shall~~
6 ~~make reasonable efforts to complete the modules within the first ninety (90) days of employment~~
7 ~~with the local school district; and~~

8 ~~—(c)]~~Of successful completion of:

9 1. A minimum of twenty-four (24) clock hours of district-approved professional development,
10 annually; or

11 2. Six (6) semester hours from a standard college or university as defined by KRS 161.010 to
12 include:

13 a. Human growth and development and learning theory;

14 b. Foundations of education; and

15 c. Career development and vocational planning.

16 (3) Each subsequent two (2) year renewal thereafter shall require completion by September 1
17 of the year of expiration of:

18 (a) Six (6) semester hours selected from an associate degree program from a standard college
19 or university as defined by KRS 161.010; or

20 (b) Twenty-four (24) clock hours of district-approved professional development, annually.

21 (4) Upon completion of the associate degree with at least a 2.5 grade point standing, the cer-
22 tificate for junior instructor, Junior Reserve Officers Training Corps, shall be renewed for a five

23 (5) year period. Each five (5) year renewal thereafter shall require completion of two (2) years of

1 experience teaching in the Junior Reserve Officers Training Corps.

2 (5) A junior instructor who renews the certificate for junior instructor, Junior Reserve Officers
3 Training Corps by completing the twenty-four (24) hours of professional development annually
4 shall not be eligible to receive the five (5) year certificate as established in subsection (4) of this
5 section, but shall be granted a certificate of two (2) years in duration.

6 ~~[Section 3. (1) The certificate for a senior instructor of the Junior Guard shall be issued initial-~~
7 ~~ly for a two (2) year period if the applicant:~~

8 ~~—(a) Is a current member of the United States Military or has retired from the United States~~
9 ~~Military within a two (2) year period;~~

10 ~~—(b) Has a bachelor's degree from an accredited college or university as defined by KRS~~
11 ~~161.010;~~

12 ~~—(c) Has submitted a national and state criminal background check performed in accordance~~
13 ~~with KRS 160.380(5) within twelve (12) months prior to the date of application;~~

14 ~~—(d) Has submitted a DD214 documenting honorable service;~~

15 ~~—(e) Has submitted an official letter of recommendation from the National Guard;~~

16 ~~—(f) Has submitted a contract for employment with a local school district; and~~

17 ~~—(g) Has submitted a recommendation for certification by the local school superintendent or~~
18 ~~designee.~~

19 ~~—(2) The certificate for the Senior Instructor of the Junior Guard may be renewed for a five (5)~~
20 ~~year period upon recommendation by the local school superintendent and upon completion of six~~

21 ~~(6) semester hours to include:~~

22 ~~—(a) Human growth and development; and~~

23 ~~—(b) Foundations of education.~~

1 —(3) Each five (5) year renewal thereafter shall require the completion of two (2) years of expe-
2 rience teaching in the Junior Guard.]

3 Section 3. Incorporation by Reference. (1) “Form CA-8, 10/18”, is incorporated by reference.
4 (2) This material may be inspected, copied, or obtained, subject to applicable copyright law,
5 at the Education Professional Standards Board, 100 Airport Road, 3rd Floor, Frankfort, Ken-
6 tucky 40601, Monday through Friday, 8 a.m. to 4:30 p.m.

DRAFT

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action/Discussion Item:

Approval of Certification Applications

Commissioner's Recommendation:

The Education Professional Standards Board should approve the revised Certification Applications.

Rationale:

These applications have been revised to reflect the change in certification fees and the removal of the background check requirement for initial certification. These are actions that were taken by the Board, and the applications have simply been updated to reflect those changes.

Action Question:

Should the Education Professional Standards Board approve the revised Certification Applications?

Applicable Statute or Regulation:

KRS 161.028, 16 KAR 2:010, 16 KAR 2:100, 16 KAR 4:040, 16 KAR 4:060, 16 KAR 9:040

History/Background:

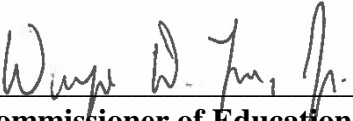
Existing Policy: When an educator applies for an initial application, a renewal of a certificate, a rank change, or an additional area of certification, they have to complete a Certification Application. The last version of the applications approved by the Board, contains outdated certification fees and a requirement that applicants for initial certification submit a background check.

Summary: Staff is bringing forward the revised CA-1, CA-2, CA-8 and CA-25 for approval by the Board. These applications have been updated to reflect the regulatory changes made by the Board. Specifically the certification fees have been updated, and the background check requirement for initial applicants has been removed. The remainder of the Certification Applications will be brought before the Board at a future date.

Budget Impact: Though there will be some cost and staff time involved with posting and distributing the revised Certification Applications, this will be minimal.

Contact Person:

Ms. Crystal Hord, Program Consultant
Division of Certification
Office of Educator Licensure and Effectiveness
(502) 564-4606
E-mail: cghord@ky.gov



Commissioner of Education

Date:

October 8, 2018

Commonwealth of Kentucky
EDUCATION PROFESSIONAL STANDARDS BOARD
Division of Certification, 100 Airport Road, 3rd Floor, Frankfort, Kentucky 40601
Telephone (502) 564-4606 (888) 598-7667 www.epsb.ky.gov

APPLICATION FOR KENTUCKY CERTIFICATION OR CHANGE IN SALARY RANK

Read instructions before completing application. An incomplete application will delay processing.

SECTION I. Record of Personal Information and Preparation to be completed BY APPLICANT (type or print)

A. PERSONAL INFORMATION

SSN: _____ Date of Birth: _____

Last Name: _____ Suffix: _____

First Name: _____ Middle: _____

Maiden Name: _____ Gender: Male Female

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone Number (_____) _____ Home Mobile

Primary E-mail address: _____

Secondary E-mail address: _____

Ethnic Identification – Optional (check one)

- White, Non-Hispanic Black, Non-Hispanic Hispanic
 Asian or Pacific Islander American Indian Other

Are you a veteran of the United States Armed Forces or Reserves with at least six (6) years of service? Yes No

B. TYPE OF CERTIFICATE REQUESTED – check all applicable

- Statement of Eligibility - Area: _____ Addition of new area: _____
 Initial certificate based on out of state program Rank Change based on Education program Rank Change based on content degree
 Rank Change based on National Board Rank Change based on CEO program Other _____

C. COLLEGE ATTENDANCE RECORD – list all applicable degree programs (attach additional pages if needed)

College or University	Address	Dates of Attendance				Total semester hours or degrees awarded
		From M Y	To M Y			

D. PRAXIS II REQUIREMENTS – out of state applicants only. (See instructions)

Have you had two or more years of fully certified out of state teaching experience Yes No
If YES, complete Section II. If NO, electronically submit PRAXIS II scores or provide test dates. See instructions for further information.

SECTION II. Record of Experience - completed by applicant and verified by school superintendent (use additional pages if needed)

School District	City, State	Position	Check one		Employment Dates			
		(include grade level & subject)	Full time	Other	From M Y	To M Y		

I verify that this applicant has had experience as indicated above

Superintendent Signature: _____

District: _____ Date: _____

District Telephone number: (_____) _____

FEES per 16 KAR 4:040		
1.	Initial Statement of Eligibility	-0-
2.	One (1) year certificate	-0-
3.	Five (5) year substitute certificate	\$15.00
4.	Duplicate Certificate	\$25.00
5.	Four (4) year certificate	\$50.00
6.	Renewal of Statement of Eligibility	\$50.00
7.	Issuance, reissuance, or renewal of regular certificate (including addition of area or rank change)	\$85.00
8.	Synchronization option for aligning multiple certifications (must meet applicable renewal requirements)	Addl. \$15.00

BEGINNING JULY 1, 2017 FEES MUST BE PAID ELECTRONICALLY THROUGH THE ONLINE E-PAY SYSTEM AT WWW.EPSB.KY.GOV.

All fees paid to the EPSB are nonrefundable if application for certification is denied.

GENERAL INSTRUCTIONS

This application form is to be used to apply for any type of Kentucky teaching or administrative certificate, certificate endorsement, additional certification, certificate extension, or advance in rank. The requirements for certificate issuance and renewal are outlined in the relevant EPSB statutes and regulations.

Kentucky certification requires completion of an approved program from a regionally accredited institution. You must request the certification official of the preparing college or university to complete Section V (page 5). Instructions for that page are located on page 6.

If you did not complete an approved program of preparation at a regionally accredited college or university, but hold a valid teaching certificate from another state issued through transcript evaluation or an alternative preparation program, contact the EPSB Division of Certification at dcert@ky.gov to request an Out of State Alternate Route Program Verification Form to be used in lieu of Section V on Page 5 of this application.

APPLICATIONS ARE PROCESSED ON A FIRST-COME, FIRST-SERVED BASIS ACCORDING TO THE DATE THE MATERIALS ARE RECEIVED. APPLICATIONS RECEIVED AT OR NEAR THE END OF A SEMESTER WILL TAKE LONGER TO PROCESS. ONLY ORIGINAL SIGNATURES SHOULD BE SUBMITTED. FAXED OR SCANNED MATERIALS ARE NOT ACCEPTABLE.

Complete each section of the application according to the directions. Failure to complete the application completely and accurately will delay processing.

Section I.

- A. Complete all demographic information. An SSN is required to process your application.
- B. Indicate the type of certificate or change requested. You may mark more than one selection. For a Statement of Eligibility or Addition of Area, please indicate the specific certificate content, endorsement, specialty, or administrative type being requested.
- C. **Official transcripts bearing the seal of the institution and the signature of the registrar are required for all coursework not previously submitted.** (If transfer credit accepted toward a degree is not listed by course titles and credits, an official transcript of this coursework is also needed). **A minimum cumulative GPA of 2.75/4.0 OR a GPA of 3.0/4.0 on the last thirty (30) hours of coursework is required.**
- D. PRAXIS II Assessment requirements:
 - a. Initial certification for classroom teaching: If the PRAXIS II and PLT tests were taken within the last (5) years, the applicant should request a copy of the scores be sent electronically to this office from the Educational Testing Service (ETS) through their website at www.ets.org/praxis or by phone at 1-800-772-9746. When requesting ETS to forward the test scores, use code 7283 to indicate the Education Professional Standards Board. Paper score reports, hand written scores on Section IV or scores older than 5 years will not be accepted.
 - i. Out of state applicants (i.e. completed an out-of-state preparation program) for a teaching certificate who have completed two (2) years of acceptable full-time or half-time (.5) teaching experience at that grade level and content area for which teacher certification is requested, will be exempted from the PRAXIS II and Principles of Learning and Teaching (PLT) tests and from the Kentucky Teacher Internship Program (KTIP). **Teaching experience is not acceptable if not earned on a full state certificate.**
 - ii. Applicants who have not yet taken all PRAXIS II tests required for Kentucky certification should include documentation showing when the tests will be taken.
 - b. Initial certification for school principal: Two (2) assessments are required: (1) School Leaders Licensure Assessment, and (2) Kentucky Specialty Test of Instructional and Administrative Practices.
 - i. Out of state applications for certification for school principal who were certified in another state and practiced in that state as a principal or assistant principal for two (2) or more years is exempt from taking the School Leaders Licensure Assessment. Testing requirements for principalship certification **cannot** be waived for in-state applicants.

Section II.

Record all school experiences. The application should secure verification by the superintendent of the school district where the most recent experience was obtained. If the most recent experience is not sufficient to waive the assessments or to satisfy the experience prerequisites, the applicant may attach signed letters of the additional experience from superintendent(s) where the experience was completed.

Two (2) years of acceptable, fully certified full-time or half-time (.5) out of state teaching experience at that grade level and content area for which teacher certification is requested are required to waive the assessments and KTIP for applicants who prepared outside Kentucky. **Teaching experience is not acceptable if not earned on a full state certificate.**

Certain other certificates have required experience prerequisites. (e.g., three (3) years of teaching for principalship and supervisor of instruction; three (3) years of teaching AND two (2) years of administrative for school superintendent.)

Section III.

Please enter your name and Social Security number. Answer all questions, sign, and date the page. Attach any required documentation. Enclose a copy of any out of state credential or license.

NAME: _____

SSN: _____

SECTION III. Character and Fitness

A. If you have ever held, or currently hold a professional license, credential, or other document issued to you by any other jurisdiction other than Kentucky within the United States or abroad, enclose a copy of the certificate(s) and provide the following:

Type of Professional Certificate	State or Jurisdiction of Issuance	Issue Date	Expiration Date

B. Disclosure of Background Information

If you answer "yes" to any question below, SUBMIT a narrative with your application. The narrative should include dates, locations, school systems, court records, and any other information that explains the circumstances in detail.	YES	NO	Documentation Attached
1. Have you ever had a professional certificate, license, credential, or any document issued for practice denied, suspended, revoked, or voluntarily surrendered? If you have had a professional certificate, license, credential, or any other document issued for practice initially denied by a licensing body, but later issued, you must answer "yes."			
2. Have you ever been suspended or discharged from any employment or military service because of allegations of misconduct?			
3. Have you ever resigned, entered into a settlement agreement, or otherwise left employment as a result of allegations of misconduct?			
4. Is any action now pending against you for alleged misconduct in any school district, court, or before any educator licensing agency?			
5. Have you ever been convicted of or entered a guilty plea, an "Alford" plea, or a plea of nolo contendere (no contest) to a felony or misdemeanor, even if adjudication of the sentence was withheld in Kentucky or any other state? For the purpose of this application, minor traffic violations should not be reported. Convictions for driving while intoxicated (DWI) or driving under the influence of alcohol or other drugs (DUI) must be reported.			
6. Do you have any criminal charges pending against you?			
7. If you indicated "yes" to question #1 through #6, has that the EPSB previously reviewed the information? - _____ (Date of Review)			

I declare that I understand the standard for personal and professional conduct expected of a professional educator in Kentucky. I further certify that I have read and examined the Professional Code of Ethics for Kentucky Certified School Personnel, 16 Kentucky Administrative Regulation 1:020, understand its provisions, and agree to abide by its terms during the course of my career as a professional educator.

SIGNATURE: _____ **DATE:** _____

Section IV. Affirmation

I affirm and declare that all information given by me on this application is true, and correct, and complete to the best of my knowledge. I understand that any misrepresentation of facts, by omission or addition, may result in the denial or revocation of my teaching certificate. Further, I understand that KRS 161.120 provides that a teaching certificate may be revoked at any time upon determination that false information was presented toward obtaining a teaching certificate.

SIGNATURE: _____ **DATE:** _____

**PROFESSIONAL CODE OF ETHICS
FOR
KENTUCKY SCHOOL PERSONNEL
16 KAR 1:020**

Section 1. Certified personnel in the Commonwealth:

- (1) Shall strive toward excellence, recognize the importance of the pursuit of truth, nurture democratic citizenship, and safeguard the freedom to learn and to teach;
- (2) Shall believe in the worth and dignity of each human being and in educational opportunities for all;
- (3) Shall strive to uphold the responsibilities of the education profession:

(A) To Students

- Shall provide students with professional education services in a non-discriminatory manner and in consonance with accepted best practice known to the educator.
- Shall respect the constitutional rights of all students.
- Shall take reasonable measures to protect the health, safety, and emotional well-being of students.
- Shall not use professional relationships or authority with students for personal advantage.
- Shall keep in confidence information about students which has been obtained in the course of professional service, unless disclosure serves professional purposes or is required by law.
- Shall not knowingly make false or malicious statements about student or colleagues.
- Shall refrain from subjecting students to embarrassment or disparagement.
- Shall not engage in any sexually related behavior with a student with or without consent, but shall maintain a professional approach with students. Sexually related behavior shall include behaviors as sexual jokes; sexual remarks; sexual kidding or teasing; sexual innuendo; pressure for dates or sexual favors; inappropriate physical touching, kissing, or grabbing,; rape; threats of physical harm; and sexual assault.

(B) To Parents

- Shall make reasonable effort to communicate to parents information which should be revealed in the interest of the student.
- Shall endeavor to understand community cultures and diverse home environments of students.
- Shall not knowingly distort or misrepresent facts concerning educational issues.
- Shall distinguish between personal views and the views of the employing educational agency.
- Shall not interfere in the exercise of political and citizenship rights and responsibilities of others.
- Shall not use institutional privileges for private gain, for the promotion of political candidates, or for partisan political activities.
- Shall not accept gratuities, gifts or favors that might impair or appear to impair professional judgment, and shall not offer any of these to obtain special advantage.

(C) To the Education Profession

- Shall exemplify behaviors which maintain the dignity and integrity of the profession.
- Shall accord just and equitable treatment to all members of the profession in the exercise of their professional rights and responsibilities.
- Shall keep in confidence information acquired about colleagues in the course of employment, unless disclosure serves professional purposes or is required by law.
- Shall not use coercive means or give special treatment in order to influence professional decisions.
- Shall apply for, accept, offer, or assign a position or responsibility only on the basis of professional preparation and legal qualifications.
- Shall not knowingly falsify or misrepresent records of facts relating to the educator's own qualification or those of other professionals.

Commonwealth of Kentucky
EDUCATION PROFESSIONAL STANDARDS BOARD
Division of Certification, 100 Airport Road, 3rd Floor, Frankfort, Kentucky 40601
Telephone (502) 564-4606 (888) 598-7667 www epsb.ky.gov

APPLICATION FOR KENTUCKY CERTIFICATION OR CHANGE IN SALARY RANK

Read instructions before completing application. An incomplete application will delay processing.

Record of Personal Information to be completed BY APPLICANT (type or print)

SSN: _____ Date of Birth: _____
Last Name: _____ Suffix: _____
First Name: _____ Middle: _____
Maiden Name: _____ Gender: Male Female
Mailing Address: _____
City: _____ State: _____ Zip Code: _____
Telephone Number (_____) _____ Home Mobile
Primary E-mail address: _____
Secondary E-mail address: _____

This page is not required for individuals applying for a Rank Change based on completion of National Board or the Continuing Education Option.

If you did not complete an approved program of preparation at a regionally accredited college or university, but hold a valid teaching certificate from another state issued through transcript evaluation or an alternative preparation program, contact the EPSB Division of Certification at dcert@ky.gov to request an Out of State Alternate Route Program Verification Form to be used in lieu of this page

STOP HERE

Forward this page to the certification officer at the college or university where you completed your preparation program.

**SECTION V. Certificate or Rank Change Recommendation
(TO BE COMPLETED BY THE PREPARATION COLLEGE OR UNIVERSITY CERTIFICATION OFFICER)**

A. TYPE OF CERTIFICATE REQUESTED – check all applicable

- Statement of Eligibility Rank Change Addition of new area Other _____
 Completion of Alternative Route program Initial certificate based on out of state program

B. Recommendation

Program Completed (include grade level and subjects)	Date Program Completed (MM/DD/YY)

C. Student Teaching (see instructions, Item C)

(1) Grade Level _____ Subject _____ (2) Grade Level _____ Subject _____

D. Program Approval and Accreditation Status

- Is the institution regionally accredited? Yes No
Are the programs listed above state approved? Yes No
Is the institution NCATE accredited? Yes No

E. PRAXIS II Scores: All scores must be reported electronically to the EPSB.

- I verify that our institution has received passing scores for all KY required assessments and recommend a rank change or the issuance of a certificate as indicated above **OR**
 I verify completion of the above listed out of state program

College or University: _____ Telephone number: (_____) _____

Signature and Title: _____ Date: _____

INSTRUCTIONS

Section V. Certificate or Rank being recommended

A. Certificate Type

Indicate the type of certificate or change requested. You may mark more than one selection.

B. Kentucky College or University Educator Certification Officers

Please use the most recent certification codes used by the Division of Certification. Indicate the certificate type or rank corresponding to the approved program completed by the applicant at your institution and the date on which all program requirements were met.

Educator Certification Officers Outside Kentucky

Indicate approved program(s) completed by the applicant at your institution including the grade levels of the certification. List only programs that have been approved for certification by the appropriate state authority (i.e. state department of education or standards board). Indicate the date(s) on which all program requirements were completed

C. Student Teaching

Indicate the grade level(s) of the student teaching completed. For middle grade or secondary teachers, also list the subject(s). Please include field experience requirements in lieu of student teaching for alternative preparation programs.

D. Program Approval and Accreditation Status

Please indicate whether each program for which recommendation is being made is approved by the certification authority in your state for certification purposes. Also indicate whether your institution is regionally accredited and if your institution is accredited by the National Council for Accreditation of Teacher Education (NCATE). This information is essential for processing out of state applications.

E. PRAXIS II Assessment requirements: All scores must be reported electronically to the EPSB

Note: Applicants for a teaching certificate who have completed two (2) years of acceptable full-time or half-time (.5) teaching experience at that grade level and content area for which teacher certification is requested, will be exempted from the PRAXIS II and Principles of Learning and Teaching (PLT) tests and from the Kentucky Teacher Internship Program (KTIP). **Teaching experience is not acceptable if not earned on a full state certificate.**

Initial certification for school principal requires successful completion of the following two (2) assessments: (1) School Leaders Licensure Assessment, and (2) Kentucky Specialty Test of Instructional and Administrative Practices.

Testing requirements for principalship certification **cannot** be waived for in-state applicants.

Scores on tests completed five (5) or more years prior to application **will not** be accepted.

RETURN THE COMPLETED APPLICATION AND OFFICIAL TRANSCRIPTS TO THE FOLLOWING ADDRESS:

Education Professional Standards Board
Division of Certification
100 Airport Road, 3rd Floor
Frankfort, KY 40601

RANK (for salary purposes) as established in KRS 161.1211

- | | |
|----------|--|
| Rank I | <ul style="list-style-type: none"> • 30 semester hours of approved graduate credit in addition to Rank II; • 60 semester hours of approved graduate credit including a master's degree; • National Board for Professional Teaching Standards Certification; or • The Kentucky Continuing Education Option |
| Rank II | <ul style="list-style-type: none"> • Master's degree to: Enhance the professional competency of the initial teaching certification, add a certification area not covered by the initial certificate, or advance professional to a higher position; • A 32 semester-hour non-degree Education Planned Fifth-Year Program (graduate level); or • The Kentucky Continuing Education Option |
| Rank III | <ul style="list-style-type: none"> • Bachelor's Degree leading to a provisional teaching certificate |

Commonwealth of Kentucky
EDUCATION PROFESSIONAL STANDARDS BOARD
Division of Certification, 100 Airport Road, 3rd Floor, Frankfort, Kentucky 40601
Telephone (502) 564-4606 (888) 598-7667 www.epsb.ky.gov

APPLICATION FOR CERTIFICATE RENEWAL OR DUPLICATE

Read instructions before completing application. An incomplete application will delay processing.

SECTION I. Record of Personal Information and Preparation to be completed BY APPLICANT (type or print)

A. PERSONAL INFORMATION

SSN: _____ Date of Birth: _____
 Last Name: _____ Suffix: _____
 First Name: _____ Middle: _____
 Maiden Name: _____ Gender: Male Female
 Mailing Address: _____
 City: _____ State: _____ Zip Code: _____
 Telephone Number (_____) _____ Home Mobile
 Primary E-mail address: _____
 Secondary E-mail address: _____

Ethnic Identification – Optional (check one)

- White, Non-Hispanic Black, Non-Hispanic Hispanic
 Asian or Pacific Islander American Indian Other

Are you a veteran of the United States Armed Forces or Reserves with at least six (6) years of service? Yes No

B.1. TYPE OF CERTIFICATE REQUESTED – check all applicable

- Renewal of all applicable certificates Renewal of Statement of Eligibility Duplicate Certificate
 One (1) year extension or reissuance Five (5) year substitute certificate

B.2. RENEWAL BASIS

- Experience College Credit Effective Instructional Leadership Act (EILA) credit New Test Scores

C. COLLEGE ATTENDANCE RECORD – list coursework or degrees since certificate was issued or last renewed

(attach official transcript of credits if renewing based on college coursework)

College or University	Address	Dates of Attendance				Total semester hours or degrees awarded
		From M Y	To M Y			

SECTION II. Record of Experience – list teaching or administrative experience since certificate was issued or last renewed

(If substitute teaching experience is submitted for renewal, please attach as a separate sheet. See instructions)

School District	City, State	Position (include grade level & subject)	Check one		Employment Dates			
			Full time	Other	From M Y	To M Y		

I verify that this applicant has had experience as indicated above

Check to indicate applicant has at least 42 hours of Effective Instructional Leadership Act (EILA) credit in the last 5 years

Superintendent Signature: _____ District: _____ Date: _____

District Telephone number: (_____) _____

FEES per 16 KAR 4:040		
1.	Initial Statement of Eligibility	-0-
2.	One (1) year certificate	-0-
3.	Five (5) year substitute certificate	\$15.00
4.	Duplicate Certificate	\$25.00
5.	Four (4) year certificate	\$50.00
6.	Renewal of Statement of Eligibility	\$85.00
7.	Issuance, reissuance, or renewal of regular certificate (including addition of area or rank change)	\$85.00
8.	Synchronization option for aligning multiple certifications (must meet applicable renewal requirements)	Add. \$15.00

BEGINNING JULY 1, 2017 FEES MUST BE PAID ELECTRONICALLY THROUGH THE ONLINE E-PAY SYSTEM AT WWW.EPSB.KY.GOV.

All fees paid to the EPSB are nonrefundable if application for certification is denied.

GENERAL INSTRUCTIONS

This application form is to be used to request renewal or duplicate of any type of Kentucky certificate for professional school personnel.

Requirements for renewal of your current certificate may be found on the certificate document or on a separate sheet mailed to you along with the certificate

APPLICATIONS ARE PROCESSED ON A FIRST-COME, FIRST-SERVED BASIS ACCORDING TO THE DATE THE MATERIALS ARE RECEIVED. APPLICATIONS RECEIVED AT OR NEAR THE END OF A SEMESTER WILL TAKE LONGER TO PROCESS. ONLY ORIGINAL SIGNATURES SHOULD BE SUBMITTED. FAXED OR SCANNED MATERIALS ARE NOT ACCEPTABLE.

Complete each section of the application according to the directions. Failure to complete the application completely and accurately will delay processing.

Section I. REQUEST FOR RENEWAL

- A. Complete all demographic information accurately. An SSN is required to process your application as your certification record in the Division of Certification is identified by your Social Security number.

Indicate your current name and mailing address on this application as well as a valid e-mail address. The address should be where further correspondence regarding this application or the renewed certificate can be mailed to you.

- B. 1. Indicate the type of certificate requested

2. Indicate the method used to renew the certificate

- C. College Attendance Record – If the renewal of a certificate requires completion of prescribed college coursework, identify the colleges attended along with dates and the semester hours or degree awarded. **Only the record of college attendance since the certificate was originally issued or last renewed should be included in this section.**

Official transcripts bearing the seal of the institution and the signature of the registrar are required for all coursework not previously submitted.

Section II. RECORD OF TEACHING EXPERIENCE

Indicate in this section all experience earned since the certificate was issued or last renewed. If employment has been continuous, show that employment from (date) to (date) – a date must be shown to determine the years of experience during the validity of the certificate. **DO NOT LEAVE BLANK.**

If the experience is not full-time, attach an explanation indicate the period of experience and specify the number of days per week, hours per day, etc.

For certificates that require teaching experience for renewal, experience as a substitute teacher may be accepted if the certificate holder served as a substitute for no less than 60 days per year, with a minimum of 30 days in each semester of a regular school year, and was officially employed and paid by the local board of education as a substitute teacher. Please attach documentation in the form of a letter on official school letterhead indicating the number of days employed as a substitute each semester for each year.

If you are renewing on the 42 hours of training approved for the Kentucky Effective Instructional Leadership Act (EILA), please have the district mark the appropriate box in Section II. Additional documentation is NOT needed.

Section III. CHARACTER AND FITNESS

Please enter your name and Social Security number. Answer all questions, sign, and date the section. Attach any required documentation. Enclose a copy of any out of state credential or license. Failure to complete, sign and date Section III shall result in the application being returned.

Section IV. AFFIRMATION

Sign and date the affirmation that all information provided on this form is accurate.

NAME: _____

SSN: _____

SECTION III. Character and Fitness

A. If you have ever held, or currently hold a professional license, credential, or other document issued to you by any other jurisdiction other than Kentucky within the United States or abroad, enclose a copy of the certificate(s) and provide the following:

Type of Professional Certificate	State or Jurisdiction of Issuance	Issue Date	Expiration Date

B. Disclosure of Background Information

If you answer "yes" to any question below, SUBMIT a narrative with your application. The narrative should include dates, locations, school systems, court records, and any other information that explains the circumstances in detail.	YES	NO	Documentation Attached
1. Have you ever had a professional certificate, license, credential, or any document issued for practice denied, suspended, revoked, or voluntarily surrendered? If you have had a professional certificate, license, credential, or any other document issued for practice initially denied by a licensing body, but later issued, you must answer "yes."			
2. Have you ever been suspended or discharged from any employment or military service because of allegations of misconduct?			
3. Have you ever resigned, entered into a settlement agreement, or otherwise left employment as a result of allegations of misconduct?			
4. Is any action now pending against you for alleged misconduct in any school district, court, or before any educator licensing agency?			
5. Have you ever been convicted of or entered a guilty plea, an "Alford" plea, or a plea of nolo contendere (no contest) to a felony or misdemeanor, even if adjudication of the sentence was withheld in Kentucky or any other state? For the purpose of this application, minor traffic violations should not be reported. Convictions for driving while intoxicated (DWI) or driving under the influence of alcohol or other drugs (DUI) must be reported.			
6. Do you have any criminal charges pending against you?			
7. If you indicated "yes" to question #1 through #6, has the EPSB previously reviewed the information? - _____ (Date of Review)			

I declare that I understand the standard for personal and professional conduct expected of a professional educator in Kentucky. I further certify that I have read and examined the Professional Code of Ethics for Kentucky Certified School Personnel, 16 Kentucky Administrative Regulation 1:020, understand its provisions, and agree to abide by its terms during the course of my career as a professional educator.

SIGNATURE: _____ DATE: _____

Section IV. Affirmation

I affirm and declare that all information given by me on this application is true, and correct, and complete to the best of my knowledge. I understand that any misrepresentation of facts, by omission or addition, may result in the denial or revocation of my teaching certificate. Further, I understand that KRS 161.120 provides that a teaching certificate may be revoked at any time upon determination that false information was presented toward obtaining a teaching certificate.

SIGNATURE: _____ DATE: _____

**PROFESSIONAL CODE OF ETHICS
FOR
KENTUCKY SCHOOL PERSONNEL
16 KAR 1:020**

Section 1. Certified personnel in the Commonwealth:

- (1) Shall strive toward excellence, recognize the importance of the pursuit of truth, nurture democratic citizenship, and safeguard the freedom to learn and to teach;
- (2) Shall believe in the worth and dignity of each human being and in educational opportunities for all;
- (3) Shall strive to uphold the responsibilities of the education profession:

(A) To Students

- Shall provide students with professional education services in a non-discriminatory manner and in consonance with accepted best practice known to the educator.
- Shall respect the constitutional rights of all students.
- Shall take reasonable measures to protect the health, safety, and emotional well-being of students.
- Shall not use professional relationships or authority with students for personal advantage.
- Shall keep in confidence information about students which has been obtained in the course of professional service, unless disclosure serves professional purposes or is required by law.
- Shall not knowingly make false or malicious statements about student or colleagues.
- Shall refrain from subjecting students to embarrassment or disparagement.
- Shall not engage in any sexually related behavior with a student with or without consent, but shall maintain a professional approach with students. Sexually related behavior shall include behaviors as sexual jokes; sexual remarks; sexual kidding or teasing; sexual innuendo; pressure for dates or sexual favors; inappropriate physical touching, kissing, or grabbing,; rape; threats of physical harm; and sexual assault.

(B) To Parents

- Shall make reasonable effort to communicate to parents information which should be revealed in the interest of the student.
- Shall endeavor to understand community cultures and diverse home environments of students.
- Shall not knowingly distort or misrepresent facts concerning educational issues.
- Shall distinguish between personal views and the views of the employing educational agency.
- Shall not interfere in the exercise of political and citizenship rights and responsibilities of others.
- Shall not use institutional privileges for private gain, for the promotion of political candidates, or for partisan political activities.
- Shall not accept gratuities, gifts or favors that might impair or appear to impair professional judgment, and shall not offer any of these to obtain special advantage.

(C) To the Education Profession

- Shall exemplify behaviors which maintain the dignity and integrity of the profession.
- Shall accord just and equitable treatment to all members of the profession in the exercise of their professional rights and responsibilities.
- Shall keep in confidence information acquired about colleagues in the course of employment, unless disclosure serves professional purposes or is required by law.
- Shall not use coercive means or give special treatment in order to influence professional decisions.
- Shall apply for, accept, offer, or assign a position or responsibility only on the basis of professional preparation and legal qualifications.
- Shall not knowingly falsify or misrepresent records of facts relating to the educator's own qualification or those of other professionals.

Commonwealth of Kentucky
EDUCATION PROFESSIONAL STANDARDS BOARD
Division of Certification, 100 Airport Road, 3rd Floor, Frankfort, Kentucky 40601
Telephone (502) 564-4606 (888) 598-7667 www.epsb.ky.gov

**APPLICATION FOR CERTIFICATE FOR TEACHING IN
A JUNIOR RESERVE OFFICERS TRAINING PROGRAM
(16 KAR 2:100)**

Read instructions before completing application. An incomplete application will delay processing.

SECTION I. Record of Personal Information and Preparation to be completed BY APPLICANT (type or print)

A. PERSONAL INFORMATION

SSN: _____ Date of Birth: _____

Last Name: _____ Suffix: _____

First Name: _____ Middle: _____

Maiden Name: _____ Gender: Male Female

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone Number (_____) _____ Home Mobile

Primary E-mail address: _____

Secondary E-mail address: _____

Ethnic Identification – Optional (check one)

White, Non-Hispanic Black, Non-Hispanic Hispanic

Asian or Pacific Islander American Indian Other

Document Checklist

The following documents must be included with this application or submitted under separate cover:

- Photocopy of DD 214
- Letter of approval from branch of service
- Official Transcripts of all college coursework (MSS **REQUIRED**, MSJ **OPTIONAL**)

B.1. TYPE OF CERTIFICATE REQUESTED

- MSJ Junior Instructor, Junior Reserve Officers Training Corps
- MSS Senior Instructor, Junior Reserve Officers Training Corps

B.2. PROGRAM

- Air Force JROTC Army JROTC Marine JROTC Navy JROTC

B.3. RANK

Indicate Retired Military Rank (attach photocopy of DD214): _____

C. COLLEGE ATTENDANCE RECORD – list all applicable degree programs (attach additional pages if needed)

College/University	Address	Dates of Attendance				Total semester hours or degrees awarded
		From	To	From	To	
		M	Y	M	Y	

SECTION II. Verification of Employment – to be completed by the hiring school district

I hereby certify that to the best of my knowledge the applicant possess good moral character and has not been convicted of a felony or any crime involving moral turpitude. I unhesitatingly recommend the issuance of a teaching certificate to the applicant if all other legal requirements are satisfied.

Superintendent Signature: _____ District: _____ Date: _____

District Telephone number: (_____) _____

NAME: _____

SSN: _____

SECTION III. Character and Fitness

A. If you have ever held, or currently hold a professional license, credential, or other document issued to you by any other jurisdiction other than Kentucky within the United States or abroad, enclose a copy of the certificate(s) and provide the following:

Type of Professional Certificate	State or Jurisdiction of Issuance	Issue Date	Expiration Date

B. Disclosure of Background Information

If you answer "yes" to any question below, SUBMIT a narrative with your application. The narrative should include dates, locations, school systems, court records, and any other information that explains the circumstances in detail.	YES	NO	Documentation Attached
1. Have you ever had a professional certificate, license, credential, or any document issued for practice denied, suspended, revoked, or voluntarily surrendered? If you have had a professional certificate, license, credential, or any other document issued for practice initially denied by a licensing body, but later issued, you must answer "yes."			
2. Have you ever been suspended or discharged from any employment or military service because of allegations of misconduct?			
3. Have you ever resigned, entered into a settlement agreement, or otherwise left employment as a result of allegations of misconduct?			
4. Is any action now pending against you for alleged misconduct in any school district, court, or before any educator licensing agency?			
5. Have you ever been convicted of or entered a guilty plea, an "Alford" plea, or a plea of nolo contendere (no contest) to a felony or misdemeanor, even if adjudication of the sentence was withheld in Kentucky or any other state? For the purpose of this application, minor traffic violations should not be reported. Convictions for driving while intoxicated (DWI) or driving under the influence of alcohol or other drugs (DUI) must be reported.			
6. Do you have any criminal charges pending against you?			
7. If you indicated "yes" to question #1 through #6, has the EPSB previously reviewed the information? _____ (Date of Review)			

I declare that I understand the standard for personal and professional conduct expected of a professional educator in Kentucky. I further certify that I have read and examined the Professional Code of Ethics for Kentucky Certified School Personnel, 16 Kentucky Administrative Regulation 1:020, understand its provisions, and agree to abide by its terms during the course of my career as a professional educator.

SIGNATURE: _____ **DATE:** _____

Section IV. Affirmation

I affirm and declare that all information given by me on this application is true, and correct, and complete to the best of my knowledge. I understand that any misrepresentation of facts, by omission or addition, may result in the denial or revocation of my teaching certificate. Further, I understand that KRS 161.120 provides that a teaching certificate may be revoked at any time upon determination that false information was presented toward obtaining a teaching certificate.

SIGNATURE: _____ **DATE:** _____

Commonwealth of Kentucky
EDUCATION PROFESSIONAL STANDARDS BOARD
Division of Certification, 100 Airport Road, 3rd Floor, Frankfort, Kentucky 40601
Telephone (502) 564-4606 (888) 598-7667 www.epsb.ky.gov

APPLICATION FOR ADJUNCT INSTRUCTOR CERTIFICATE

SECTION I. Applicant Information (type or print)

A. PERSONAL INFORMATION

SSN: _____ Date of Birth: _____

Last Name: _____ Suffix: _____

First Name: _____ Middle: _____

Maiden Name: _____ Gender: Male Female

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone Number (_____) _____ Home Mobile

Ethnic Identification – Optional (check one)

- White, Non-Hispanic Black, Non-Hispanic Hispanic
- Asian or Pacific Islander American Indian Other

B. ACADEMIC REQUIREMENT

Provide official transcripts of all coursework

College or University	Date of Graduation	GPA

C. OCCUPATION BASED EXPERIENCE

Applicants for adjunct certification in an Occupation-Based field of certification must complete the experience verification on page 3 of this application.

Primary E-mail address: _____

Secondary E-mail address: _____

SECTION II. District Information

District: _____

District Code Number: _____

Telephone Number: (_____) _____

FAX Number: (_____) _____

SECTION III. Verifications and Board Order Information

Pursuant to the requirements of KRS 161.046 and KRS 161.048 (5) we, the local school superintendent and the board of education, request approval for the issuance of an adjunct instructor certificate for the person and for the part-time position indicated below. In support of this request, we declare the following statements to be true and correct:

1. The part-time position will be filled by the best qualified person available, as determined by the factors of academic preparation, prior teaching experience or related educational work, exceptional work experience, and personal attributes compatible with the demands of the teaching profession, and the specialty area for which certification is sought. (Note: A portfolio will be required when using exceptional life/work experience in lieu of the degree or academic requirements.)
2. The employment of this person in this part-time position will not result in the displacement of a qualified teacher with a regular certificate who is already employed in the district.
3. The person will be employed for part-time services only. The adjunct instructor certificate shall not be used for employment in a full-time teaching position.
4. To the best of our knowledge and belief, the person named in this application sustains good moral character and is at least 18 years of age.
5. A criminal records check has been conducted for this applicant under provisions of KRS 160.380 (7). This requirement applies to all applicants for initial employment after July 15, 1988, and includes first time applicants and former employees who have not been employed by the district for six (6) months. Applicant must fill out Section V and VI on the reverse side of this form.
6. The person and part-time position have met all the demands of KRS 161.046, KRS 161.048, and 16 KAR 9:040.

An orientation program has/will be provided to this adjunct instructor on ____/____/____ and a description of orientation is attached.

Number of board order requesting approval for this position: _____

Date of board order number: _____

Superintendent Signature: _____

Date: _____

SECTION IV. Position Information

Position Content Area or Area of Disability: _____ School: _____

Grade Level of Assignment: Elementary (P-5) Middle School (5-9) High School (8-12)

NAME: _____

SSN: _____

SECTION V. Character and Fitness

A. If you have ever held, or currently hold a professional license, credential, or other document issued to you by any other jurisdiction other than Kentucky within the United States or abroad, enclose a copy of the certificate(s) and provide the following:

Type of Professional Certificate	State or Jurisdiction of Issuance	Issue Date	Expiration Date

B. Disclosure of Background Information

If you answer "yes" to any question below, SUBMIT a narrative with your application. The narrative should include dates, locations, school systems, court records, and any other information that explains the circumstances in detail.	YES	NO	Documentation Attached
1. Have you ever had a professional certificate, license, credential, or any document issued for practice denied, suspended, revoked, or voluntarily surrendered? If you have had a professional certificate, license, credential, or any other document issued for practice initially denied by a licensing body, but later issued, you must answer "yes."			
2. Have you ever been suspended or discharged from any employment or military service because of allegations of misconduct?			
3. Have you ever resigned, entered into a settlement agreement, or otherwise left employment as a result of allegations of misconduct?			
4. Is any action now pending against you for alleged misconduct in any school district, court, or before any educator licensing agency?			
5. Have you ever been convicted of or entered a guilty plea, an "Alford" plea, or a plea of nolo contendere (no contest) to a felony or misdemeanor, even if adjudication of the sentence was withheld in Kentucky or any other state? For the purpose of this application, minor traffic violations should not be reported. Convictions for driving while intoxicated (DWI) or driving under the influence of alcohol or other drugs (DUI) must be reported.			
6. Do you have any criminal charges pending against you?			
7. If you indicated "yes" to question #1 through #6, has the EPSB previously reviewed the information? - _____ (Date of Review)			

I declare that I understand the standard for personal and professional conduct expected of a professional educator in Kentucky. I further certify that I have read and examined the Professional Code of Ethics for Kentucky Certified School Personnel, 16 Kentucky Administrative Regulation 1:020, understand its provisions, and agree to abide by its terms during the course of my career as a professional educator.

SIGNATURE: _____ DATE: _____

Section VI. Affirmation

I affirm and declare that all information given by me on this application is true, and correct, and complete to the best of my knowledge. I understand that any misrepresentation of facts, by omission or addition, may result in the denial or revocation of my teaching certificate. Further, I understand that KRS 161.120 provides that a teaching certificate may be revoked at any time upon determination that false information was presented toward obtaining a teaching certificate.

SIGNATURE: _____ DATE: _____

NAME: _____

SSN: _____

SECTION VII: Record of Occupation Based Experience

This page may be duplicated as needed

Please list your most recent position held followed by subsequent work histories and provide as much detail as possible. Be sure to complete each blank in this section thoroughly and accurately. If you changed positions within the same organization and your duties changed, describe each job in a separate block. When listing duties, list those that took most of your time first.

Most Recent Work Experience				Duties:
Title of Position				(List those that took the most of your time first)
Dates Employed From		Employed To		
Average Hours/Week				
Reason for Leaving				
Name of Employer				
Employer's Address				
Type of Business				
Employer's Phone Number				
Supervisor's Name and Title				
Supervisor's Phone #				
Next Work Experience				
Title of Position				(List those that took the most of your time first)
Dates Employed From		Employed To		
Average Hours/Week				
Reason for Leaving				
Name of Employer				
Employer's Address				
Type of Business				
Employer's Phone Number				
Supervisor's Name and Title				
Supervisor's Phone #				
Next Work Experience				
Title of Position				(List those that took the most of your time first)
Dates Employed From		Employed To		
Average Hours/Week				
Reason for Leaving				
Name of Employer				
Employer's Address				
Type of Business				
Employer's Phone Number				
Supervisor's Name and Title				
Supervisor's Phone #				

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action/Discussion Item:

16 KAR 9:080. Request to Waive Section 3(d)(1) of University-based Alternative Certification Program, University of Louisville

Action Question:

Should the Education Professional Standards Board waive the language in 16 KAR 9:080 pertaining to observation of teacher candidates in a university-based alternative certification program for the University of Louisville's (UofL) Option 6 Teacher of Exceptional Children – Moderate and Severe Disabilities (MSD) Grades P-12 program?

Applicable Statute or Regulation:

KRS 161.028, 16 KAR 9:080

History/Background:

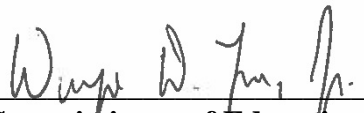
Existing Policy: 16 KAR 9:080 requires a minimum of 15 hours of annual observation utilizing university faculty and a district-based mentor of the candidate practicing instruction in the classroom. This portion of the regulation has been interpreted to require that the observer is present in the classroom while conducting an observation of the candidate. In December 2016, the EPSB granted a waiver to the University of Kentucky for a similar request.

Summary: UofL is requesting a waiver of Section 3(d)(1) of 16 KAR 9:080 to conduct a pilot program allowing the university supervisor to observe the candidate through the use of a video camera placed in the classroom and the use of Bluetooth for audio. As MSD is identified as a Critical Shortage Instructional Area across the state and districts throughout the state have difficulty recruiting and retaining certified MSD teachers, the university would like to respond to requests to serve potential MSD alternative certification candidates in areas of the state that are distant from Louisville. UofL believes that by expanding the reach of its Option 6 MSD program, it could help address this shortage. UofL has provided the Special Education Department \$40,000 to purchase classroom cameras for observation and conferencing. UofL would like to pilot the remote observation process with 15 new alternative certification MSD teachers beginning in Spring 2019.

Budget Impact: There is no budgetary impact.

Contact Person:

Ms. Allison Bell, Program Consultant II
Division of Educator Preparation, Assessment and Internship
Office of Educator Licensure and Effectiveness
(502)782-2142
Email: Allison.Bell@ky.gov


Commissioner of Education

Date:
October 8, 2018

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action/Discussion Item:

16 KAR 2:120. Request to Waive Emergency Certificate Requirements for Kristie Combs

Action Question:

Should the Education Professional Standards Board approve the district's request that the requirements of 16 KAR 2:120 be waived for a second issuance of an emergency certification for Kristie Combs?

Applicable Statute or Regulation:

KRS 161.010, KRS 161.028, KRS 161.030, 16 KAR 2:120

History/Background:

Existing Policy: 16 KAR 2:120 only allows issuance of a subsequent emergency certification under two circumstances:

1. The emergency certificate was issued after February 15 of a school year; or
2. The emergency certificate was issued for less than fifty (50) percent of the person's class schedule.

Summary: Perry County Schools has been unable to find a certified Moderate and Severe Disabilities teacher at Perry County High School. The district has posted the position for several months without any interest. The position has been posted using Applitrack and KEPS. The district has also contacted a local university in pursuit of finding qualified applicants. Ms. Combs was emergency certified in this area for the 2017-2018 school year, and is in the process of being admitted to an Option 6 program to pursue the full certification. At this time, she has not met admission requirements for the program.

Budget Impact: There is no budgetary impact.

Contact Person:

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Commissioner of Education

Date:

October 8, 2018

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action/Discussion Item:

16 KAR 2:120. Request to Waive Emergency Certificate Requirements for Justin Newby

Action Question:

Should the Education Professional Standards Board approve the district's request that the requirements of 16 KAR 2:120 be waived for a second issuance of an emergency certification for Justin Newby?

Applicable Statute or Regulation:

KRS 161.010, KRS 161.028, KRS 161.030, 16 KAR 2:120

History/Background:

Existing Policy: 16 KAR 2:120 only allows issuance of a subsequent emergency certification under two circumstances:

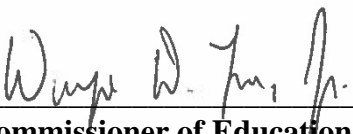
1. The emergency certificate was issued after February 15 of a school year; or
2. The emergency certificate was issued for less than fifty (50) percent of the person's class schedule.

Summary: Jefferson County Public Schools is still trying to fill multiple special education positions throughout the district, and it does not have a sufficient number of qualified applicants for the vacancies. Mr. Newby was issued an emergency certification for the 2017-2018 school year, and received high reviews from his supervising principal. The district has posted the positions on their website, KEPS, Indeed, LinkedIn, and K12JobSpot to attract eligible candidates. The district has also sent an email to all 27 in-state Educator Preparation Providers listing the vacant positions and seeking eligible candidates. Despite these efforts, the school has been unable to find a qualified applicant.

Budget Impact: There is no budgetary impact.

Contact Person:

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action/Discussion Item:

16 KAR 9:040. Request to Waive GPA Requirement for Adjunct Instructor Certification for Lara Vest

Action Question:

Should the Education Professional Standards Board approve the district's request that the minimum GPA requirements of 16 KAR 9:040 (2)(b)(1) be waived for Lara Vest?

Applicable Statute or Regulation:

KRS 161.048; 16 KAR 9:040

History/Background:

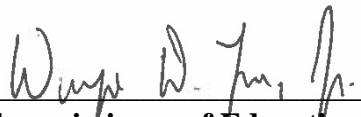
Existing Policy: 16 KAR 9:040(2)(B)(1) requires a minimum 2.5 cumulative GPA on the Bachelor's degree, or a 3.0 on the last 60 hours of course work completed. This is based on a 4.0 scale.

Summary: Morgan County Schools has a vacant position for a part-time adjunct instructor in the Jobs for Kentucky Graduates program. There were two applicants interviewed for the position, however the other applicant withdrew their name from consideration once they realized that the position was not a permanent position and only guaranteed for the 2018-2019 school year. The superintendent has requested a waiver of the GPA requirements on behalf of Ms. Vest because she is the best candidate for the Jobs for Kentucky Graduates position based on her record of experience. Although the adjunct certification route, Option 4, is one of the alternative certification routes in KRS 161.048, the statute does not define the GPA requirements for this route. The GPA requirements are only outlined in 16 KAR 9:040.

Budget Impact: There is no budgetary impact.

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action/Discussion Item:

16 KAR 4:030. Request to Waive Out of State Certificate Requirement for Devon Horton

Action Question:

Should the Education Professional Standards Board approve the district's request to waive the requirement for the applicant to possess an equivalent administrative certification in Illinois?

Applicable Statute or Regulation:

16 KAR 4:030

History/Background:

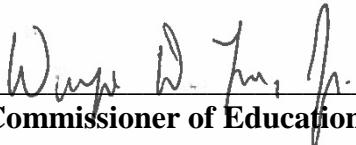
Existing Policy: 16 KAR 4:030(4)(1)(a) requires applicants for Kentucky administrative certification whose professional preparation was completed at an out-of-state educator preparation provider to possess an equivalent certification from the state where the applicant completed his or her preparation program.

Summary: Dr. Horton has completed all requirements of a doctoral program in educational leadership at Chicago State University. The program is CAEP and Illinois State Board of Education accredited and meets all requirements to receive Illinois superintendent certification. Dr. Horton has not yet received the full Illinois certificate, but he is an experienced certified administrator and has been working in a deputy superintendent role in East St. Louis Public Schools while enrolled in this program. His most recent leadership position did not require the Illinois superintendent certification. Dr. Horton was selected for the Chief of Schools position in Jefferson County Public Schools based on his experience with turnaround schools in large urban districts. Due to a delay in conferring Dr. Horton's degree, he has been delayed in receiving full superintendent certification from the Illinois State Board of Education. Given that Dr. Horton has met all requirements for certification, the district is requesting that the EPSB grant this waiver and issue Dr. Horton superintendent certification.

Budget Impact: There is no budgetary impact.

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October 8, 2018

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action/Discussion Item:

16 KAR 3:010. Request to Allow Other Administrative Experience to Meet Requirements for Issuance of Superintendent Certification for Robert Meuret

Action Question:

Should the Education Professional Standards Board approve the applicant's request to allow previous "other" administrative experience to meet the requirements for issuance of the superintendent certification?

Applicable Statute or Regulation:

16 KAR 3:010, 16 KAR 4:030

History/Background:


Existing Policy: 16 KAR 3:010(1)(c) requires applicants for superintendent certification to have two (2) or more years of certified administrator experience in a position of school principal, supervisor of instruction, guidance counselor, director of pupil personnel, director of special education, school business administrator, local district coordinator of vocational education, or a coordinator, administrator, or supervisor of district-wide services, prior to issuance of the superintendent certification. Other administrative experience may be substituted for this requirement with the approval of the Board.

Summary: Mr. Meuret completed an Educational Leadership Program in Arizona; however, he never applied for Arizona principal certification. He was employed with a charter school that did not require him to hold state certification for school principal. Mr. Meuret's position was titled "Night School Leader" but his recommendation letters indicate that the duties were similar to that of a school principal. Mr. Meuret was admitted to the University of Kentucky's superintendent certification program based on the Arizona experience, and has been recommended for superintendent certification.

Budget Impact: There is no budgetary impact.

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October 8, 2018

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action/Discussion Item:

16 KAR 8:020. Request to Allow Master's of Rehabilitation Counseling to Count for a Rank Change for Linda Denison

Action Question:

Should the Education Professional Standards Board approve the applicant's request to allow the previous Master's Degree to meet the requirements for Rank II while she is enrolled in the MAT program for certification?

Applicable Statute or Regulation:

KRS 161.1211, 16 KAR 8:020

History/Background:

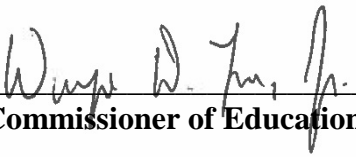
Existing Policy: The Division of Certification has allowed for previous Master's degrees in a teaching content area to count for a rank advancement while an individual is going through an Option 6 program, if they are seeking certification in the same content.

Summary: Ms. Denison holds a Master's Degree in Rehabilitation Counseling. This degree is not in a specific teaching content area. She states that the coursework completed in the Master's Degree is directly related to the certification program that she is enrolled in now for Learning and Behavior Disorders. Ms. Denison worked with students with disabilities as they transitioned from high school to the next phase of their life. She is seeking rank advancement based on this previous degree to Rank II while she is enrolled in an approved Option 6 program. Completion of her current certification program would still be required to receive the full Professional certificate. Upon completion of the Master of Arts in Teaching, Ms. Denison would be eligible for Rank I if this request is approved.

Budget Impact: There is no budgetary impact.

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October 8, 2018

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action/Discussion Item:

Option 1 Alternative Route to Certification Application, Latrise Chatman

Action Question: Should the Education Professional Standards Board approve the alternative route to certification application for Latrise Chatman?

Applicable Statute or Regulation:

KRS 161.048, 161.030, 161.028, 16 KAR 9:010

History/Background:

Existing Policy: The applicant must meet a minimum GPA requirement, and must have either a major in the academic area, or passing score on the academic content assessment. The applicant must also have a job offer in the academic area for which certification is requested in a Kentucky school district.

Summary: Christian County Schools has submitted the CA-265 application and portfolio for Latrise Chatman. The district is requesting that the board approve her application for certification in the area of **Business and Marketing Education, Grades 5-12**. The application and portfolio will be sent under separate cover.

Budget Impact: There is no budgetary impact

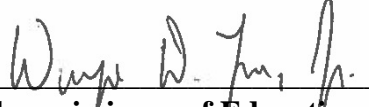
Groups Consulted and Brief Summary of Responses:

Cassie Trueblood, Policy Advisor and Special Counsel
Crystal Hord, Program Consultant

The applicant meets the minimum GPA requirement, and has a major in the academic area. Christian County Schools has offered the applicant a job as a Business and Marketing teacher. The Board will need to determine if the applicant's work experience constitutes exceptional work experience.

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October 8, 2018

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action/Discussion Item:

Option 1 Alternative Route to Certification Application, Patricia Nance

Action Question:

Should the Education Professional Standards Board approve the alternative route to certification application for Patricia Nance?

Applicable Statute or Regulation:

KRS 161.048, 161.030, 161.028, 16 KAR 9:010

History/Background:

Existing Policy: The applicant must meet a minimum GPA requirement, and must have either a major in the academic area, or passing score on the academic content assessment. The applicant must also have a job offer in the academic area for which certification is requested in a Kentucky school district.

Summary: Boone County Schools has submitted the CA-265 application and portfolio for Patricia Nance. The district is requesting that the board approve her application for certification in the area of **Middle School Science, Grades 5-9**. The application and portfolio will be sent under separate cover.

Budget Impact: There is no budgetary impact.

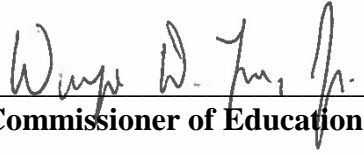
Groups Consulted and Brief Summary of Responses:

Cassie Trueblood, Policy Advisor and Special Counsel
Crystal Hord, Program Consultant

The applicant meets the minimum GPA requirement, and has a major in the academic area. Boone County Schools has offered the applicant a job as a Middle School Science teacher. The Board will need to determine if the applicant's work experience constitutes exceptional work experience.

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