

**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  
Kentucky Department of Education  
300 Sower Boulevard, 5<sup>th</sup> Floor, Frankfort, KY 40601**

**Monday, October 28, 2019**

**EPSB Waiver Committee**

**8:30 AM ET – Conference Room 516**

**EPSB Special Meeting Agenda**

**9:00 AM ET – State Board Room**

**Call to Order**

**Swearing in of New EPSB Members**

**Roll Call**

**Report from the Nominating Committee**

**Election of Chair and Vice-Chair**

**Open Speak**

**Approval of Consent Items**

- A. Approval of August 19, 2019, EPSB Meeting Minutes
- B. Approval for the Kentucky Education Association’s Ethics for Educators and Ethical Use of Technology & Student Confidentiality Trainings (Ms. Chelsea Young)
- C. Emergency Non-Certified Personnel Program (Mr. Todd Davis)

**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. Other Updates

### **Report of the Chair**

- A. Recognition of Former Board Member
- B. Appointments to the Program Review Committee

### **Information/Discussion Items**

- A. 16 KAR 9:010, Exceptional Work Experience, Amendment (Ms. Crystal Hord)
- B. 16 KAR 9:060, The District Training Program for Preparation of Candidates for Initial Teacher Certification, Amendment (Ms. Allison Bell)
- C. 16 KAR 9:0\_\_, Notice of Repeal of 16 KAR 9:050 and 9:070 (Ms. Cassie Trueblood)

### **Action Items**

- A. Guidelines for Submitting an Application to Provide an Alternative Route to Certification Institute, Option 7 (Mr. Rob Akers)
- B. 2020-2022 Biennial Budget Request (Mr. Akers)
- C. Request for SARA Approval for Liberty University's Submitted Programs (Ms. Bell)
- D. Request for SARA Approval for Marshall University's School Psychology Program (Ms. Bell)

### **Waivers**

- A. 16 KAR 5:040. Request to Waive Cooperating Teacher Eligibility Requirements for Grant Stinger (Ms. Cathy Jackson)
- B. 16 KAR 2:120. Request to Waive Emergency Certificate Requirements for Debra Manganaro (Ms. Hord)
- C. 16 KAR 2:120. Request to Waive Emergency Certificate Requirements for Brittany Olvera-Vancini (Ms. Hord)
- D. 16 KAR 2:120. Request to Waive Emergency Certificate Requirements for Mary Pfeiffer (Ms. Hord)
- E. 16 KAR 2:120. Request to Waive Emergency Certificate Requirements for April Martin (Ms. Hord)
- F. 16 KAR 2:120. Request to Waive Required GPA for Issuance of an Emergency Certificate for Covington Independent Schools (Ms. Hord)
- G. 16 KAR 2:120. Request to Waive Required GPA for Issuance of an Emergency Certificate for Bullitt County Schools (Ms. Hord)
- H. 16 KAR 2:010. Request to Waive Grade Level Requirements for Candy Partin (Ms. Hord)
- I. 16 KAR 2:010. Request to Waive Grade Level Requirements for Tina Tipton (Ms. Hord)

- J. 16 KAR 4:030. Request to Waive Equivalent Certification Requirement for Out-of-State Prepared Educator Natalie Schmitt (Ms. Hord)
- K. 16 KAR 4:030. Request to Waive Equivalent Certification Requirement for Out-of-State Prepared Educator Brendan Houston (Ms. Hord)
- L. 16 KAR 3:090. Request to Allow Instructional Experience as a School Social Worker to Meet the Requirement of Three Years Teaching Experience for Issuance of Principal Certification for Jacquelyn Scruggs (Ms. Hord)

**Alternative Route to Certification Applications**

- A. Leigh Russell, English as a Second Language, All Grades (Ms. Hord)
- B. Kerri Stec, Japanese, All Grades (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.*

**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 9, 2019  
300 Sower Blvd  
Frankfort, KY 40601

*The actions delineated below were taken in open session of the EPSB at the August 19, 2019, 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), 300 Sower Boulevard, 5<sup>th</sup> Floor, Frankfort, KY 40601.*

**Education Professional Standards Board (EPSB)  
Minutes  
Kentucky Department of Education  
300 Sower Boulevard, 5<sup>th</sup> Floor, Frankfort, KY 40601**

**Call to Order**

Chair Donna Hedgepath called the meeting to order at 9:07 a.m. ET. She read the mission statement to the EPSB and audience.

**Swearing in of EPSB Members**

All EPSB members were sworn in by Charlene Baxter who administered the oath. Melissa Bell, Kim Chevalier, Donna Hedgepath, Justin Mitchell, Daniel Morgan, Ellen Murphy, Michael Nemes, Sherry Powers, Shad Sletto, Elizabeth Smith, Jamie Stickler, Steven Thomas, Aaron Thompson, and Rachel Watson.

**Roll Call**

The following EPSB members were present during the August 19, 2019, EPSB meeting:

Kim Chevalier, Donna Hedgepath, Justin Mitchell, Daniel Morgan, Ellen Murphy, Michael Nemes, Sherry Powers, Shad Sletto, Elizabeth Smith, Jamie Stickler, Steven Thomas, Aaron Thompson, and Rachel Watson.

**Open Speak**

Tara Smith spoke on her waiver request for Rank I.

**Approval of Consent Items**

Approval of June 17, 2019, EPSB Meeting Minutes

Board Approval for the KEA's Professional Ethics Training and Cultural Diversity Training

Morehead State University: Approval of Proficiency Plan

University of Pikeville: Approval of Proficiency Plan

Request to Offer Programs at an Off-Site Location, Campbellsville University

Emergency Noncertified Personnel, Augusta Independent

There was a request from the training provider to defer consideration of Consent Item B (Board Approval for the KEA's Professional Ethics Training and Cultural Diversity Training).

## **2019-041**

*Motion made by Ms. Kim Chevalier, seconded by Dr. Sherry Powers, to approve the consent agenda items A and C-F.*

**Vote:** *Unanimous (Dr. Hedgepath recused from Consent Item E)*

### **Report of the Commissioner**

#### Report from the Education and Workforce Development Cabinet

Deputy Secretary Nemes reported on the success of the Work Ready Skills project, which focuses on Kentucky's fastest growing workforce fields. Mr. Nemes reported that there are currently five skills identified as a need for industries in Kentucky and the Cabinet will be pushing to add education as a sixth skill.

#### Report from the Council on Postsecondary Education

Dr. Aaron Thompson discussed the Degrees Report, and indicated that STEM degrees increased 45.4% in the 2017-18 academic year compared with the 2013-14 year. Dr. Thompson thanked the campuses and KCTCS colleges for their work in this area. Dr. Thompson reported that under represented population groups, such as low income groups, closed the biggest gap in Kentucky history, with credentials up 24%. However, education degrees decreased 14%. CPE will be working to identify areas of focus to strategically build the teacher pipeline and raise the level of awareness.

#### Report of the Associate Commissioner

Associate Commissioner Rob Akers greeted the EPSB and expressed appreciation for the work of the EPSB. Mr. Akers informed the EPSB that the high season for certification runs from May until September and staff has processed over 4,000 applications at this time. He noted the certification call volume is double what the entire agency receives. Mr. Akers stated that staff is working on a request for proposal for a Cloud based application platform to replace several internal systems. Mr. Akers reiterated that the teacher pipeline is an area of concern for KDE/OELE, and he briefly discussed the Go Teach KY initiative designed to focus on recruitment and retention. Mr. Akers, noted that OELE will ask for a special called meeting in the fall to discuss accreditation. Finally, Mr. Akers updated the EPSB regarding recent staff changes.

#### Other Updates

Dr. Lewis thanked OELE staff for their hard work during the certification high season. Dr. Lewis introduced Kristel Smith as the new Director of Government Relations. Dr. Lewis shared a presentation regarding teacher shortages in Kentucky and at a national level, and discussed the significant challenge the state is faced with when it comes to encouraging and recruiting students into education programs. Dr. Lewis also shared data on the increase in educator job vacancies. Finally, he discussed various ideas on teacher recruitment and how demographics have changed for sectors. Dr. Lewis noted that KDE will be having policy discussions regarding innovative ways to design recruitment and retention.

## **Report of the Chair**

Dr. Hedgepath recognized former EPSB Members Sarah Burnett and David Graham for their service to the EPSB.

Dr. Hedgepath appointed Kim Chevalier, Steven Thomas, and Ellen Murphy to the Nominating Committee for EPSB Chair and Vice Chair. Mr. Thomas will serve as Chair and the Committee will present nominations for EPSB Chair and Vice Chair by the October meeting.

## **Action Items**

### **Guidelines for Continuing Education Option, Plan II**

#### **2019-042**

*Motion made by Mr. Shad Sletto, seconded by Mr. Justin Mitchell, to approve.*

**Vote:** *Unanimous*

### **Kentucky Standards for School Counselor Preparation Programs**

#### **2019-043**

*Motion made by Dr. Powers, seconded by Ms. Rachel Watson, to approve.*

**Vote:** *Unanimous*

### **16 KAR 6:031, Notice of Repeal of 16 KAR 6:030**

#### **2019-044**

*Motion made by Ms. Chevalier, seconded by Ms. Ellen Murphy, to approve.*

**Vote:** *Unanimous*

### **Morehead State University: Accreditation of the Educator Preparation Provider and Approval of Programs**

#### **2019-045**

Accreditation Motion:

*Motion made by Dr. Powers, seconded by Mr. Mitchell, to approve.*

**Vote:** *Unanimous*

#### **2019-046**

Initial Programs Motion:

*Motion made by Dr. Powers, seconded by Mr. Steven Thomas, to approve.*

**Vote:** *Unanimous*

#### **2019-47**

Advanced Programs Motion:

*Motion made by Dr. Powers, seconded by Ms. Murphy, to approve with conditions.*

**Vote:** *Unanimous*

Spalding University: Accreditation of the Educator Preparation Provider and Approval of Programs

**2019-048**

Accreditation Motion:

*Motion made by Dr. Powers, seconded by Mr. Mitchell, to approve.*

**Vote:** *Unanimous*

**2019-049**

Initial Programs Motion:

*Motion made by Dr. Powers, seconded by Ms. Murphy, to approve.*

**Vote:** *Unanimous*

**2019-050**

Advanced Programs Motion:

*Motion made by Ms. Chevalier, seconded by Dr. Powers, to approve with conditions.*

**Vote:** *Unanimous*

**Waivers**

16 KAR 5:040. Request to Waive Cooperating Teacher Eligibility Requirements for Alyssa Jones

**2019-051**

*Motion made by Mr. Daniel Morgan, seconded by Mr. Mitchell, to approve the waiver.*

**Vote:** *Unanimous*

16 KAR 5:020. Request to Waive Required GPA for Admission to an Option 6 Program for Middle School Science Certification

**2019-052**

*Motion made by Mr. Morgan, seconded by Ms. Chevalier, to approve the waiver.*

**Vote:** *Unanimous*

16 KAR 3:090. Request to Waive Teaching Experience Requirement for Admission to a Principal Preparation Program for Carolyn Burke

**2019-053**

*Motion made by Mr. Sletto, seconded by Ms. Murphy, to deny the waiver.*

**Vote:** *Unanimous*

16 KAR 3:090. Request to Waive Teaching Experience Requirement for Issuance of Principal Certification for Jacquelyn Scruggs

**2019-054**

*Motion made by Ms. Watson, seconded by Ms. Murphy, to deny the waiver.*

**Vote:** *Unanimous*

16 KAR 2:120. Request to Waive Emergency Certificate Requirements for Casey Smith

**2019-055**

*Motion made by Ms. Chevalier, seconded by Mr. Mitchell, to approve the waiver.*

**Vote:** *Unanimous*

16 KAR 2:120. Request to Waive Emergency Certificate Requirements for Sean Mestan

**2019-056**

*Motion made by Ms. Murphy, seconded by Ms. Watson, to approve the waiver.*

**Vote:** *Unanimous*

16 KAR 2:010. Request to Waive Grade Level Requirements for Two Bell County Teachers

**2019-057**

*Motion made by Mr. Sletto, seconded by Ms. Chevalier, to approve the waiver.*

**Vote:** *Unanimous*

16 KAR 2:010. Request to Waive Grade Level Requirements for Three Knott County Teachers

**2019-058**

*Motion made by Mr. Jamie Stickler, seconded by Ms. Chevalier, to approve the waiver.*

**Vote:** *Unanimous*

16 KAR 8:010. Request to Waive Requirement for Approved Rank I Coursework for Tara Smith

**2019-059**

*Motion made by Mr. Morgan, seconded by Mr. Mitchell, to approve the waiver.*

**Vote:** *Unanimous*

16 KAR 2:120. Request to Waive Emergency Certificate Requirements for Amie Huff

**2019-060**

*Motion made by Ms. Chevalier, seconded by Mr. Sletto, to approve the waiver.*

**Vote:** *Unanimous*

16 KAR 2:120. Request to Waive Emergency Certificate Requirements for Kimberly Williams

**2019-061**

*Motion made by Ms. Elizabeth Smith, seconded by Mr. Mitchell, to approve the waiver.*

**Vote:** *Unanimous*

16 KAR 2:120. Request to Waive Emergency Certificate Requirements for Two Christian County Teachers

**2019-062**

*Motion made by Mr. Morgan, seconded by Mr. Stickler, to approve the waiver.*

**Vote:** *Unanimous*

16 KAR 2:120. Request to Waive Required GPA for Issuance of an Emergency Certificate

**2019-063**

*Motion made by Mr. Thomas, seconded by Ms. Watson, to approve the waiver.*

**Vote:** *Unanimous*

**Alternative Route to Certification Applications**

Kevin Tackett, Health and PE, All Grades

**2019-064**

*Motion made by Ms. Murphy, seconded by Mr. Mitchell, to approve the certification.*

**Vote:** *Unanimous*

James Duckworth, Math, Grades 8-12

**2019-065**

*Motion made by Ms. Chevalier, seconded by Ms. Murphy, to approve the certification.*

**Vote:** *Unanimous*

Jane Jones, Theater, Grades K-12

**2019-066**

*Motion made by Mr. Mitchell, seconded by Mr. Morgan, to approve the certification.*

**Vote:** *Unanimous*

**Board Comments**

Mr. Sletto mentioned a new institute opening in Northern Kentucky dealing with the Work Ready Skills Project. Dr. Thompson spoke in appreciation for Ms. Chevalier's comments about the importance of diversity in education, and stated that there is still work to do.

*Motion made by Mr. Sletto, seconded by Dr. Powers, 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).*

**Vote:** *Unanimous*

*Motion made by Mr. Morgan seconded by Mr. Stickler, to return to open session.*

**Vote:** *Unanimous*

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

Kim Chevalier, Donna Hedgepath, Justin Mitchell, Daniel Morgan, Ellen Murphy, Sherry Powers, Shad Sletto, Elizabeth Smith, Jamie Stickler, Steven Thomas, and Rachel Watson.

Attorneys present were Deanna Durrett, Luke Gilbert, BreAnna Listermann, Norah Softic, Cassie Trueblood, and Chelsea Young.

**Initial Case Review****Case Number****Decision**

1904375	Admonish
1906623	Admonish & Training
1906645	Defer for Training
1905525	Admonishment
1906655	Admonish & Training
1905535	Dismissed
1904339	Dismissed
1904437	Defer for Training
1904429	Defer for Training
1905521	Attorney Review
1905523	Defer for Training
1904439	Defer for Training
1904385	Admonish & Training
1904391	Attorney Review
1903307	Attorney Review
1904421	Attorney Review
1904431	Attorney Review
1904425	Attorney Review
1903293	Admonish
1904423	Admonish
1905501	Dismissed
1904419	Attorney Review
190121	Attorney Review
1906635	Attorney Review
1906629	Attorney Review
1904377	Attorney Review
1905497	Dismissed
1904405	Dismissed
1904409	Dismissed
1904427	Dismissed
1904413	Dismissed
1904401	Defer for Training
1904415	Attorney Review
1904407	Defer for Training
1904411	Defer for Training
1905495	Defer for Training
1905499	Defer
1906581	Dismissed
1904389	Defer for Training
1904387	Dismissed
1905533	Attorney Review
1906591	Admonish & Training
1905527	Dismissed
1904397	Attorney Review

1904395	Attorney Review
1904359	Defer for Training
1904351	Defer for Training
1904347	Defer for Training
1904345	Dismissed
1904343	Attorney Review
1904341	Defer for Training
1904363	Defer for Training
1904365	Dismissed
1904373	Defer for Training
1904371	Defer for Training
1904361	Defer for Training
1904353	Defer for Training
1904355	Defer for Training
1904369	Defer for Training
1904367	Defer for Training
1904349	Defer for Training
1905547	Attorney Review
1905511	Attorney Review
1905507	Attorney Review
1905509	Attorney Review
1902181	Admonish
1905505	Dismissed
1906577	Dismissed
1904399	Attorney Review
1905545	Attorney Review
1904433	Defer for Training
1905541	Defer for Training
1903303	Defer for Training
1904435	Admonish
1905493	Dismissed
1904381	Dismissed
1904379	Dismissed
1904383	Defer for Training
1905513	Dismissed
1905515	Dismissed
1905517	Defer for Training
1905519	Defer for Training
1404220	Refer to Hearing
1406358	Refer to Hearing
1405353	Refer to Hearing
1407395	Refer to Hearing
1204242	No Further Action
1705926	Refer to Hearing
17101433	Refer to Hearing
18111355	Refer to Hearing

17121675	Refer to Hearing
1803371	Refer to Hearing
18081171	Dismissed
18081159	Admonish & Training
18081157	Attorney Review
18081133	Attorney Review
18071033	Attorney Review
18101285	Attorney Review
18081119	Attorney Review
1803353	Attorney Review
1705791	No Further Action
1703509	No Further Action
1803323	No Further Action
1311786	Dismissed
18101291	Dismissed
18081155	Dismissed
190177	Dismissed
190159	Dismissed
18111343	Dismissed
18111345	Dismissed

**Character/Fitness Review**

<b><u>Case Number</u></b>	<b><u>Decision</u></b>
19909	Approve
19918	Approve
19939	Approve
19944	Approve
19960	Approve
19985	Approve
19989	Approve
19597	Approve
191049	Approve
191026	Approve
191048	Approve
191023	Approve
191071	Approve
191087	Approve
191097	Approve
191108	Approve
191159	Defer
182369	Approve
191170	Approve
191181	Approve
19913	Approve
191211	Approve
191216	Deny

191224	Approve
191232	Approve
191259	Approve
191220	Deny
191268	Approve
191279	Approve
191304	Approve
191301	Approve
191365	Approve
191267	Approve
191385	Approve
191386	Approve on the condition that the allegations may be reviewed by the EPSB at a later date pursuant to the EPSB's Procedures Relating to Board Action on an Educator's Certification.
191393	Approve
191411	Approve
191112	Approve
191240	Approve
191237	Approve
191302	Approve
191166	Approve
191275	Approve
191429	Approve
191421	Approve
191067	Approve
191152	Approve
191179	Approve
19673	Approve
191243	Approve
191244	Approve
191256	Approve
191269	Approve
191289	Approve
191309	Approve
191336	Approve
191362	Approve
191394	Approve
191324	Approve
191402	Approve
191423	Approve
191388	Approve
191151	Approve
191400	Approve
191344	Deny

## Agreed Orders

### Case Number

1902191 Phillip Rogers

### Decision

Accept Agreed Order admonishing Rogers for exercising poor classroom management and for using inappropriate language. The Board reminds Rogers 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 Rogers.

Rogers has retired and has no immediate plans to return to the education profession. However, if Rogers returns to the Kentucky public school system in any capacity that requires certification, he shall first comply with the following conditions:

1. Rogers shall provide written proof to the Board that he has been evaluated by a licensed or certified physician and is fit to return to the classroom, presents as capable of fulfilling his duties as an educator, is not a danger to himself or others, and is compliant with all treatment recommendations. Any expense incurred for the assessment or follow-up treatment shall be paid by Respondent. If Rogers fails to satisfy this condition prior to accepting certified employment, Certificate Number 200702459 shall be administratively suspended until such condition is satisfied.
2. Rogers shall provide written proof to the Board that he has completed professional development or training on educator ethics, as approved by the Board. Rogers shall pay any expense incurred. If Rogers fails to satisfy this condition prior to accepting certified employment, Certificate Number 200702459 shall be administratively suspended until such condition is satisfied.
3. Rogers shall provide written proof to the Board that he has completed professional development or training on classroom management/de-escalation techniques, as approved by the Board. Rogers shall pay any expense incurred. If Rogers fails to satisfy this condition prior to accepting certified employment, Certificate Number 200702459 shall be administratively suspended until such condition is satisfied.

Rogers 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*

1804599 Christina Stallard

Accept Agreed Order retroactively suspending Certificate Number 201163559 for one day, March 2, 2018.

In addition, Stallard is admonished for exercising poor professional judgment. As a certified educator in Kentucky, Stallard has a duty to exemplify behaviors which maintain the dignity and integrity of the profession at all times. Educators must use technology in a responsible and ethical manner, and be a good role model for their students. The Board will not tolerate any further incidents of misconduct from Stallard.

Stallard is not currently employed as an educator. However, prior to accepting a certified position in the state of Kentucky, Stallard shall first complete the following conditions:

1. Stallard shall provide written proof to the Board that she has completed Professionalism training, as approved by the Board. Stallard shall pay any expense incurred. If Stallard fails to satisfy this condition prior to returning to a certified position, Certificate Number 201163559 shall be administratively suspended until such condition is satisfied.
2. Stallard shall provide written proof to the Board that she has completed Appropriate Use of Social Media training, as approved by the Board. Stallard shall pay any expense incurred. If Stallard fails to satisfy this condition prior to returning to a certified position, Certificate Number 201163559 shall be administratively suspended until such condition is satisfied.

Stallard 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*

Accept Agreed Order admonishing Skees for failing to disclose misdemeanor convictions on her application for certification. While the Board understands that mistakes can be made when completing the application, it reminds Skees that it is important to be diligent and accurate when doing so. Honesty and integrity in the application process are crucial to the Board's mission and Skees' ethical obligations as an educator. The Board will not tolerate any further incidents of misconduct from Skees.

Certificate Number 201220285 is currently expired, and Skees does not intend to seek certification in the future. However, prior to applying for a Kentucky certificate, Skees shall first comply with the following conditions:

1. Skees shall provide written proof to the Board that she has completed educator ethics training, as approved by the Board. Skees shall pay any expense incurred. Skees shall not be issued a certificate until such condition is satisfied.
2. Skees shall provide a current background check, dated within three months of submission, prepared by the Administrative Office of the Courts. Skees shall pay any expense incurred. Skees shall not be issued a certificate until such condition is satisfied. If Skees has received any criminal convictions, either felony or misdemeanor, since February 25, 2019, she shall not be issued a certificate, and 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 and all certificates issued to Skees shall be subject to the following conditions for a period of three (3) years:

1. Skees shall not receive any criminal convictions. If Skees is convicted of, enters a guilty or no contest plea, to any criminal charge(s) other than minor traffic violations, she shall submit this information to the Board, in writing, within thirty (30) days. A violation is not considered a minor traffic violation if it is a violation for which jail time may be imposed. If Skees fails to satisfy this condition, any and all certificates issued to her shall be administratively suspended pending Board review and disposition.

2. Skees shall not receive any disciplinary action from any school district in which she is employed. If Skees fails to satisfy this condition, any and all certificates issued to her 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.

Skees 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*

1805789 Cletus Turner

Accept Agreed Order revoking Certificate Number 200184585 through its expiration on June 30, 2023. Turner shall immediately surrender the original and all copies of his certificate, by personal delivery or first class mail, to the Education Professional Standards Board.

Prior to reissuance of Certificate Number 200184585, Turner shall first comply with the following conditions:

1. Turner shall submit a current background check, dated within three months of submission, prepared by the Administrative Office of the Courts. Turner shall pay any expense incurred. If Turner has received any felony convictions or misdemeanor convictions involving minors, since June 1, 2018, Certificate Number 200184585 shall not be reissued, and Turner shall neither apply for nor be issued a teaching, administrative or emergency certificate in the Commonwealth of Kentucky at any time in the future.
2. Turner shall submit written proof that he has completed at least twelve (12) hours of educator

ethics training with an emphasis on social media/technology use, as approved by the Board. Turner shall pay any expense incurred. Certificate Number 200184585 shall not be reissued until such condition is satisfied.

Upon reissuance, Certificate Number 200184585 shall be subject to a five (5) year probationary period and subject to the following conditions:

1. Turner shall have no criminal convictions. If Turner is convicted of, enters a guilty or no contest plea, to any criminal charge(s) other than minor traffic violations, he shall submit this information to the Board, in writing, within thirty (30) days. If Turner fails to satisfy this condition, Certificate Number 200184585 shall be administratively suspended pending Board review and disposition. A violation is not considered a minor traffic violation if it is a violation for which jail time may be imposed.
2. By July 1st of each year during the probationary period, Turner shall submit to the Board, a copy of his current criminal record, as prepared by the Administrative Office of the Courts. Turner shall pay any expense incurred. If Turner fails to satisfy this condition, Certificate Number 200184585 shall be administratively suspended until such condition is satisfied.
3. Turner shall have no disciplinary action from any school district in which he is employed involving inappropriate student/teacher boundaries or social media use. If Turner fails to satisfy this condition, Certificate Number 200184585 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.

Turner is aware that should he violate any provision of KRS 161.120 in the future, the Board shall initiate a disciplinary action and seek additional sanctions.

**Vote:** *Unanimous*

190119 Benjamin Woodburn

Accept Agreed Order stating Certificate Number 200703766 is permanently revoked. Woodburn 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, Woodburn shall immediately surrender the original and all copies of his certificate, by personal delivery or first class mail, to the Education Professional Standards Board, 300 Sower Blvd., 5th Floor, Frankfort, Kentucky 40601.

Woodburn 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*

18101281 George Durant

Accept Agreed Order stating Durant shall be issued a Kentucky teaching certificate only after completing a traditional educator preparation program or meeting the requirements for issuance of an alternative certificate under KRS 161.048. Durant 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.

Additionally, prior to the issuance of a Kentucky teaching certificate, Durant shall comply with the following conditions:

Durant shall submit written proof to the Board that he has completed a course of professional development or training on the Professional Code of Ethics for Kentucky Certified School Personnel, as approved by the Board. Durant shall pay any expense incurred. Failure to provide this proof prior to the issuance of a Kentucky teaching certificate will result

in an automatic denial of any certificate until such time as Durant provides the proof.

Durant shall submit written proof to the Board that he has completed a course of professional development or training on the subject of student/teacher boundaries, as approved by the Board. Durant shall pay any expense incurred. Failure to provide this proof prior to the issuance of a Kentucky teaching certificate will result in an automatic denial of any certificate until such time as Durant provides the proof.

Furthermore, any and all certificates issued to Durant shall be subject to the following probationary condition:

Durant shall not receive any discipline involving student/teacher boundaries from any school district in which he is employed. If Durant fails to satisfy this condition, any and all certificates issued to him or on his behalf shall be automatically suspended pending Board 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 Petitioner 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.

Durant 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*

CF 181868 David Southers

Accept Agreed Order stating Southers shall be issued a Kentucky teaching certificate upon providing proof that he has met the academic and testing requirements necessary for issuance of a certificate, and has completed the following:

1. Southers shall submit written proof to the Board that he has completed educator ethics training, as approved by the Board. Southers shall pay any expense incurred.

Any and all certificates issued to Southers shall be subject to the following probationary conditions for a period of five (5) years:

1. Southers 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 Southers 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 Southers fails to comply with this condition in its entirety, any and all certificates issued to him shall be administratively suspended pending Board review and disposition.
2. During the probationary period, Southers 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 Southers fails to satisfy this condition, any and all certificates issued to Southers shall be administratively suspended pending review and disposition by the Board.

**Vote:** *Unanimous*

1307561 Jason Shelby

Accept Agreed Order stating Shelby voluntarily, knowingly, and intelligently surrenders his teaching certificate, number 200218807, and agrees to not 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, Shelby shall immediately surrender the original and all copies of his certificate, by personal delivery or first class mail, to the Education Professional Standards Board, 300 Sower Boulevard, 5th Floor, Frankfort, Kentucky 40601.

**Vote:** *Unanimous*

Accept Agreed Order suspending Certificate Number 200102544 for a period one (1) year beginning April 24, 2019.

Villarreal is admonished for failing to exemplify behaviors which maintain the dignity and integrity of the profession. 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 Villarreal.

In addition to any educational and assessment requirements necessary for certification at the time, Villarreal shall comply with the following conditions prior to reissuance of Certificate Number 200102544:

1. Villarreal shall undergo a comprehensive substance abuse assessment by a Kentucky licensed and/or certified chemical dependency counselor, as approved by the Board. Villarreal 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, by the end of the suspension period. If Villarreal is unable to complete all treatment recommendations by the end of the suspension period, she shall submit written progress reports from her chemical dependency counselor on January 1st and July 1st until such a time as the counselor releases her from treatment. Each progress report shall certify that Villarreal is continuing to comply with any and all treatment recommendations, and that she remains fit and competent to fulfill her duties as an educator. Villarreal shall pay any expense incurred. If Villarreal fails to satisfy this condition, Certificate Number 200102544 shall not be reissued until such condition is satisfied.
2. Villarreal shall provide written proof to the Board by the end of the suspension period that she has been assessed by a state certified mental health counselor, as approved by the Board, and is competent to fulfill her duties as an educator. Villarreal shall provide proof that she has complied with any treatment recommendations proposed by the mental health counselor and shall continue to provide written

progress reports to the Board until she has been released from treatment by the counselor. Villarreal shall pay any expense incurred. If Villarreal fails to satisfy this condition, Certificate Number 200102544 shall not be reissued until such condition is satisfied.

Certificate Number 200102544 and any new endorsements or new areas of certification shall be subject to the following probationary condition for a period of five (5) years:

During the probationary period, Villarreal shall not fail or refuse any drug screening or receive any disciplinary action from any school district in which 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 Villarreal fails to satisfy this condition, Certificate Number 200102544 shall be automatically suspended pending review and disposition by the Board.

Villarreal is aware that should she violate any provision of KRS 161.120 at any time in the future, the Board shall initiate disciplinary action and seek additional sanctions.

**Vote:** *Unanimous*

1902151 Adam Reid

Accept Agreed Order admonishing Reid for conduct unbecoming a teacher. The Board reminds Reid that, as a teacher, he has a duty to uphold the dignity and integrity of the teaching profession. Driving under the influence of alcohol is dangerous, and this type of behavior sets a horrible example for students. The Board will not tolerate any further incidents of misconduct by Reid.

On or before July 1, 2020, Reid shall provide written proof that he has undergone a comprehensive alcohol/substance abuse assessment by a Kentucky licensed and/or certified chemical dependency counselor, as approved by the Board. Any expense for the assessment and written reports shall be paid by Reid.

If Reid's chemical dependency counselor makes any treatment recommendations, Reid shall comply with the treatment recommendations. Reid 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 Reid. Failure to comply with this condition will result in Reid's certificate being automatically suspended until Reid is in compliance.

Reid 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*

1111865 Lisa Holland

Accept Agreed Order stating Holland voluntarily, knowingly, and intelligently surrenders her teaching certificate, number 000025325, and agrees to not 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, Holland shall immediately surrender the original and all copies of her certificate, by personal delivery or first class mail, to the Education Professional Standards Board, 300 Sower Blvd., 5th Floor, Frankfort, Kentucky 40601.

**Vote:** *Unanimous*

1902227 Yolanda Floyd

Accept Agreed Order stating on or before August 1, 2020, Floyd shall submit written proof to the Board that she has taken three hours of training/professional development on the subject of educator ethics as approved by the Board. Floyd shall pay any cost associated with the training. Failure to provide this proof on or before August 1, 2020 will result in Certificate Number 77608 being administratively suspended until such time as Floyd provides the written proof.

Floyd 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*

1902199 Nicole Adell

Accept Agreed Order stating Case No. 19-02199 shall be dismissed without prejudice.

1. Adell has provided written proof to the Board that she completed twelve (12) hours of Professional Development for Leadership skills.
2. Adell has provided written proof of completion of JCPS Principal Professional Learning.
3. Adell has provided written proof of completion seven (7) hours of MS Administrative Leadership expectations.

Adell 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*

1403145 Everett Lasley

Accept Agreed Order admonishing Lasley for exercising poor professional judgment when he used excessive force on a student. The Board reminds Lasley 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 Lasley. Lasley has submitted written proof to the Board that he has successfully completed anger management.

Lasley has submitted written proof that he has completed appropriate de-escalation training.

David Moore, Interim Director/Associate Director of MLK Jr. Academy for Excellence has provided documentation indicating Lasley has had no further issues since this complaint was filed.

Lasley 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*

17081307 Brianna Dusenberry

Accept Agreed Order stating Dusenberry shall provide written proof that she has completed three (3) hours on Classroom Management. Any expense required for said training shall be paid by Dusenberry. If Dusenberry fails to satisfy this condition, certificate number 201148504 shall be automatically administratively suspended until Dusenberry

completes the required training and provides the appropriate written proof to the Board.

Dusenberry 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*

1404241 Jonathan Livingood

Accept Agreed Order admonishing Livingood for inappropriately holding a flower near a female student's jacket. The Board reminds Livingood that as a certified educator in the Commonwealth of Kentucky, he has a duty to take reasonable measure to protect the health, safety, and emotional well-being of students. The Board will not tolerate any other incidents of misconduct by Livingood.

Livingood has submitted proof that he has completed three (3) hours of sexual harassment training.

Livingood has submitted proof he has completed three (3) hours on promoting positive behavior.

Livingood has submitted a recommendation letter from his supervisor confirming no further disciplinary issues have occurred.

Livingood 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*

1805821 John Drennon

Accept Agreed Order stating Drennon shall neither apply for, nor be issued, a teaching, administrative or emergency certificate in the Commonwealth of Kentucky at any time in the future. Should Drennon violate this agreement, Certificate Number 201151057 shall be administratively suspended for its remainder and/or any application for certification shall be denied.

**Vote:** *Unanimous*

18081175 Judith Haynes

Accept Agreed Order stating Haynes shall not participate in state testing until she provides written proof to the Board that she has completed Administration Code training. If Haynes

fails to satisfy this condition, Certificate Number 000046366 shall be administratively suspended until she provides the appropriate written proof to the Board. Haynes 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*

1303229 Nicole Fedorko

Accept Agreed Order stating this Agreed Order replaces the previous Agreed Order entered into between the Board and Fedorko on April 28, 2014.

Certificate Number 201127991 shall be suspended from June 21, 2019 through August 4, 2019, a period of forty-five (45) days, for Fedorko's probation violation, specifically for being convicted of a crime involving the use of controlled substance and/or alcohol during the probationary period.

The criminal conviction that resulted in Fedorko's probation violation will be reviewed in accordance with the Board's Procedures Related to Board Action on an Educator's Certification. Any future violation of the probationary conditions will be subject to the terms of this Agreed Order.

Fedorko is admonished for failing to maintain the dignity and integrity of the profession. As a teacher, Fedorko is expected to be a role model for students and an example of good citizenship. This type of behavior embarrasses the profession and erodes the community's trust in educators. No further acts of misconduct by Fedorko will be tolerated by the Board.

Certificate Number 201127991 shall be subject to the following probationary conditions:

1. With each application for renewal of certification or for additional certification, Fedorko shall submit a copy of her criminal background check as prepared by the Kentucky State Police or Administrative Office of the Courts. Fedorko's application for renewal or for additional certification will not be processed until the criminal background check is received by the Board.
2. Fedorko has provided written proof to the Board that she has completed six (6) hours of professional

development/training regarding the Professional Code of Ethics for Kentucky Certified School Personnel.

3. Fedorko shall not be convicted of any crime involving the use of any controlled substance and/or alcohol. Should Fedorko violate this condition, Certificate Number 201127991 shall be administratively suspended pending Board review and disposition.

Fedorko 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*

1803261 Rebecca Alexander

Accept Agreed Order stating Alexander shall not participate in state testing until she provides written proof to the Board that she has completed Administration Code training. If Alexander fails to satisfy this condition, Certificate Number 000010690 shall be administratively suspended until she provides the appropriate written proof to the Board.

**Vote:** *Unanimous*

1902183 Mark Manis

Accept Agreed Order stating the Board reminds Manis that he has a duty to follow local, state, and federal laws and regulations related to special education. Teaching exceptional children is a serious responsibility, and guidelines have been put in place to ensure that these children receive the best instruction possible. The Board will not tolerate future errors from Manis.

Certificate 12296 is retroactively suspended for the period of March 1, 2019 to March 8, 2019, a period of one week.

On or before August 1, 2020, Manis shall provide written proof that he has taken six hours of training/professional development on the topic of special education law. Any cost for said training shall be paid by Manis. Failure to provide the proof by August 1, 2020 will result in Certificate 12296 being administratively suspended until such time as Manis provides the proof.

On or before August 1, 2020, Manis shall provide written proof to the Board from a duly licensed or certified

psychiatrist or mental health professional, as approved by the Board, that he has complied with a comprehensive mental health evaluation, 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.

If the evaluating psychiatrist or mental health professional recommends ongoing treatment, Manis 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 Manis from treatment. Manis shall pay any expense incurred. Should Manis fail to provide proof that he has met this condition, Certificate 12296 shall be administratively suspended for a period of thirty days and shall remain suspended until Manis completes the requirements and provides the appropriate written proof to the Board.

Upon acceptance of this Agreement by the Board, Certificate 12296 will be under a two year probationary period and subject to the following condition:

Manis shall receive no disciplinary action during the probationary period related to special education laws or district policies regarding special education. "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 comply with this condition will result in Certificate 12296 being administratively suspended pending Board review and disposition.

Manis 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*

1902203 Lisa Adkins

Accept Agreed Order stating Adkins is not currently teaching and has no plans to return to the classroom. Adkins shall neither apply for nor accept a position that requires certification in the Commonwealth of Kentucky at any time

in the future. Should Adkins fail to satisfy this condition, Certificate Number 200232603 shall be automatically permanently revoked. Adkins 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*

1902215 John Haskins II

Accept Agreed Order admonishing Haskins for moving a desk while a student was still sitting in it. The Board reminds Haskins that he has a duty to take reasonable measures to protect the health, safety, and emotional well-being of students. In the future, Haskins should be cognizant of appropriate physical boundaries.

Haskins has provided written proof to the Board that he has taken six hours of training/professional development on the subject of classroom management.

Haskins is not currently employed in a certified position. If Haskins returns to a position requiring Kentucky teacher certification in the future, Certificate Number 200003448 shall be under a probationary period of two (2) years and subject to the following condition:

Haskins shall not receive any disciplinary action involving classroom management issues during the probationary period. If Haskins fails to satisfy this condition, Certificate Number 200003448 shall be administratively suspended pending Board 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 Haskins 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.

Haskins 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*

1902221 Malissa Orr

Accept Agreed Order admonishing Orr for exercising poor professional judgment and failing to maintain an orderly classroom. An educator in the Commonwealth of Kentucky has a duty to take reasonable measures to protect the health, safety, and emotional well-being of students, and to set a positive example for students. When an educator fails to maintain order in her classroom, students are at risk for both emotional and physical harm.

On or before July 1, 2020, Orr shall provide written proof to the Board that she has taken three (3) hours of training/professional development on the topic of educator ethics. Any expense for said training shall be paid for by Orr. Failure to provide the written proof by July 1, 2020 will result in Certificate Number 200101633 being administratively suspended until such time as Orr provides the proof.

On or before July 1, 2020, Orr shall provide written proof to the Board that she has taken three (3) hours of training/professional development on the topic of classroom management. Any expense for said training shall be paid for by Orr. Failure to provide the written proof by July 1, 2020 will result in Certificate Number 200101633 being administratively suspended until such time as Orr provides the proof.

Orr 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*

1003146 Luna Helton

Accept Agreed Order stating Case 1003146 is dismissed. Helton has provided proof that she has completed training/professional development on the topics of educator ethics as well as classroom management. Helton 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*

18101269 George Donoghue

Accept Agreed Order stating on or before July 1, 2020, Donoghue shall provide written proof to the Board that he has completed six hours of training/professional

development on the subject of classroom communication. Any cost for said training shall be paid for by Donoghue. Failure to provide this proof prior to July 1, 2020 will result in Certificate Number 200702530 being administratively suspended until such time as Donoghue provides the proof.

Donoghue 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*

1304267 Dwight King

Accept Agreed Order stating Case 1304267 is dismissed. King has provided proof to the Board that he has completed a course of training/professional development on the topic of classroom management as approved by the Board. King 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*

18111337 Charity Howard

Accept Agreed Order admonishing Howard for conduct unbecoming a teacher. Reporting to school after consuming alcohol not only puts Howard and her students at risk, but it also sets a negative example for students. The Board will tolerate no further misconduct from Howard.

Certificate 201167076 is retroactively suspended from January 25, 2019 to April 25, 2019, a period of three (3) months.

Howard is not currently employed in the Kentucky public schools. Prior to accepting a position that requires Kentucky certification, Howard shall provide written proof that she has undergone a comprehensive alcohol/substance abuse assessment by a Kentucky licensed and/or certified chemical dependency counselor, as approved by the Board. Any expense for the assessment and written reports shall be paid by Howard. Failure to comply with this condition will result in Howard's certificate being automatically suspended until Howard provides the proof.

If Howard's chemical dependency counselor makes any treatment recommendations, Howard shall comply with the treatment recommendations. Howard shall submit quarterly

written progress reports from her counselor to the Board until such time as the counselor releases her from treatment. Any expense for the treatment and/or written reports shall be paid by Howard. Failure to comply with this condition will result in Howard's certificate being automatically suspended until Howard is in compliance.

Prior to accepting a position that requires Kentucky certification, Howard shall provide written proof to the Board that she has taken three (3) hours of training/professional development on the subject of educator ethics. Any expense for said training shall be paid for by Howard. Failure to provide such proof prior to accepting a position requiring Kentucky certificate will result in Certificate 201167076 being administratively suspended until such time as Howard provides the proof.

If Howard accepts a position requiring Kentucky certification, Certificate 201167076 will be under a three (3) year probationary condition beginning on the first day of her employment and subject to the following probationary condition:

Howard shall not be convicted of nor enter a guilty or no contest plea to any criminal charge(s) involving the use or possession of alcohol. If Howard is convicted of, or enters a guilty or no contest plea, to any criminal charge involving the use or possession of alcohol, she shall submit this information to the Board, in writing, within thirty (30) days. Failure to comply with this condition will result in Howard's certificate being automatically suspended pending Board review and disposition.

Howard 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*

1204242 Edwin Casper II

Accept Agreed Order stating Casper is no longer employed in the classroom, and Certificate 200101254 has expired. Casper agrees that he shall neither apply for, nor be issued, a teaching, administrative, and/or and emergency substitute teaching certificate in the Commonwealth of Kentucky at any time in the future. Any such applications made by Casper will be automatically denied.

**Vote: *Unanimous***

18071013 Nancy Downs

Accept Agreed Order stating on or before August 1, 2020, Downs shall provide written proof to the Board that she has taken a course of training/professional development on the subject of classroom management. Any cost for the training/professional development will be paid by Downs. Failure to provide this written proof on or before August 1, 2020 will result in Certificate Number 200209241 being administratively suspended until such time as Downs provides the written proof.

On or before August 1, 2020, Downs shall provide written proof to the Board that she has taken a course of training/professional development on the subject of educator ethics. Any cost for the training/professional development will be paid by Downs. Failure to provide this written proof on or before August 1, 2020 will result in Certificate Number 200209241 being administratively suspended until such time as Downs provides the written proof.

From the date that the Board approves this Agreed Order, Certificate Number 200209241 will be under a probationary period of two years and subject to the following condition:

Downs shall not receive any discipline involving classroom management from any school district in which she is employed. If Downs fails to satisfy this condition, any and all certificates issued to her or on her behalf shall be automatically suspended pending Board 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 upholds the disciplinary action, the disciplinary action, if a termination, suspension or public reprimand shall be considered a violation of this condition.

Downs 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***

1403147 Jeremy Mays

Accept Agreed Order admonishing Mays for his lack of professional judgement in interactions with students. Engaging in discussions regarding personal romantic relationships with students or allowing a student to hug and pretend to kiss your cheek for a photo op is inappropriate no matter the intent. As an education professional, it is Mays' responsibility to set and maintain appropriate boundaries with all students. He must be ever vigilant to treat all students with fairness and equity careful never to single out a particular student for special treatment and/or friendship.

Certificate Number 200233389 is suspended from June 1, 2019 to August 1, 2019.

Mays has provided proof to the Board that he has successfully completed the professional development class: Teaching with Love & Logic.

Mays has provided proof to the Board that he has successfully completed the professional development class: Healthy Relationships 101

Mays has provided proof to the Board that he has successfully completed the professional development class: Sexual Misconduct Staff to Student

Mays has provided proof to the Board that he has successfully completed the professional development class: General Ethics in the Work Place

Mays has provided proof to the Board that he has successfully completed the professional development class: Boundary Invasion

Mays 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*

190115 Laticia Mueller

Accept Agreed Order suspending Certificate number 0200204145 from November 7, 2018 to November 27, 2018 and May 29, 2019 to August 1, 2019.

Mueller shall submit written proof to the Board that she has completed twelve (12) hours of professional ethics training,

as approved by the Board, by October 1, 2019. Any expense required for said training shall be paid by Mueller. Failure to do so will result in an administrative suspension until such condition is satisfied.

Following the suspension period, Mueller's teaching certificate shall be on probation for a period of five (5) years and subject to the following probationary conditions:

1. Mueller shall not receive any disciplinary action from any school in the Commonwealth.

"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 tribunal or arbitration process.

2. Mueller shall not receive any criminal convictions.

If Mueller fails to satisfy any of the above conditions, certificate number 200204145 shall be automatically suspended and subject to additional sanctions by the Board pursuant to KRS 161.120.

Mueller 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*

1705956 Ladana Miller

Accept Agreed Order stating Miller has provided written proof to the Board that she has completed three (3) hours of Professional Development training with a focus on Ethics for Educators.

Miller has provided written proof to the Board that she has completed three (3) hours of Professional Development training focusing on Classroom Management.

Miller 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*

**Recommended Order**

**Case Name**

1310724 Kristina Lewis

**Decision**

Accept the hearing officer's Findings of Fact, Conclusions of Law and Recommended Order that Kristina Lewis' teaching certificate shall not be renewed or reissued during her lifetime.

**Vote:** *Unanimous*

1806901 Latoya Glover

Accept the hearing officer's Findings of Fact. Modify the hearing officer's Conclusions of Law to strike paragraph 15(c) in its entirety. Accept the hearing officer's Recommended Order that Certificate Number 201175592 is revoked for a period of five (5) years. Ms. Glover shall immediately surrender the original and all copies of her certificates, by personal delivery or first class mail, to the EPSB, 300 Sower Blvd., 5th Floor, Frankfort, Kentucky 40601.

Ms. Glover shall comply with the following conditions before a certificate is issued:

1. Ms. Glover shall undergo a comprehensive substance abuse assessment by a Kentucky licensed and/or certified chemical dependency counselor, as approved by the Board. Ms. Glover 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, by the end of the revocation period. Ms. Glover shall pay any expense incurred. If Ms. Glover fails to satisfy this condition, Certificate Number 201175592 shall not be reissued until such condition is satisfied.
2. Ms. Glover shall provide written proof to the Board that she has been assessed by a state certified mental health counselor, as approved by the Board, and is competent to fulfill her duties as an educator. Ms. Glover shall pay any expense incurred. If Ms. Glover fails to satisfy this condition, Certificate Number 201175592 shall not be reissued until such condition is satisfied.

Upon issuance of any certificate to Ms. Glover that the certificate be subject to a lifetime probation and subject to

the following condition:

1. During the probationary period Ms. Glover shall not fail or refuse any drug screening or receive any disciplinary action from any school district in which 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 Respondent fails to satisfy this condition, Certificate Number 201175592 shall be automatically suspended pending review and disposition by the Board.

**Vote:** *Unanimous*

1805817 Stephanie Conley

Accept the hearing officer's Findings of Fact, Conclusions of Law and Recommended Order that Stephanie Conley's teaching certificate, Certificate Number 000061139, is revoked for a period of five years; and further ordering that in addition to the standard requirements of the application process, that Stephanie Conley shall comply with the following conditions:

1. Before another teaching certificate is issued, Conley shall undergo a comprehensive substance abuse assessment by a Kentucky licensed and/or certified chemical dependency counselor, as approved by the Board. Conley 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, by the end of the revocation period. Conley shall bear the cost of the substance abuse assessment. The Board shall not issue a teaching certificate to the Respondent until such condition is satisfied.
2. Before another teaching certificate is issued, Conley shall provide written proof to the Board that she has been assessed by a state certified mental health counselor, as approved by the Board, and is competent to fulfill her duties as an educator. Conley shall bear the costs of the assessment. The Board shall not issue a teaching

certificate to the Respondent until such condition is satisfied.

3. Any certificate issued by the Board to Conley in the future shall be placed on permanent probation and subject to the following conditions:
  - a. Conley shall not fail or refuse to submit to any drug screening requested by any school district in which she is employed.
  - b. Conley shall not receive any disciplinary action from any school district in which she is employed. "Disciplinary action" is any termination, suspension, or public reprimand issued by any school district in the Commonwealth of Kentucky that becomes final by operation of law or is upheld either by a tribunal or by an arbitration process.
  - c. If Conley fails to satisfy any of these conditions, Conley's teaching certificate or certificates are automatically suspended pending review and disposition by the Board.

**Vote:** *Unanimous*

*Motion made by Mr. Thomas, seconded by Mr. Morgan, to adjourn the meeting.*

**Vote:** *Unanimous*

Meeting adjourned at 2:09 p.m.

## **KENTUCKY DEPARTMENT OF EDUCATION**

### **STAFF NOTE**

#### **Consent Item:**

Board Approval for the Kentucky Education Association's (KEA) Ethics for Educators and Ethical Use of Technology & Student Confidentiality Trainings.

#### **Commissioner's Recommendation:**

The Education Professional Standards Board (EPSB) should approve the proposed courses as training for educators with cases before the EPSB.

#### **Rationale:**

Staff has reviewed the proposed trainings and has found that the courses will address the needs of educators referred for specific training in ethics, professionalism, appropriate student/teacher boundaries, appropriate use of social media, and confidentiality. The proposed ethics training contains a component on appropriate social media usage, to address the recurring issues educators face in an increasingly technology based world. In addition, over the past several years, the EPSB has requested that educators before them take professionalism training with increasing frequency, and if approved, the ethics training would be a more comprehensive option for those educators. The proposed technology training also includes a component on appropriate social media usage as well as on the confidentiality issues that tend to overlap with technology, such as FERPA and HIPPA. Finally, these trainings will be conducted in-person rather than online for a more intensive option.

#### **Action Question:**

Should the EPSB approve the Ethics for Educators and Ethical Use of Technology & Student Confidentiality Trainings for individuals with cases before the EPSB?

#### **Applicable Regulation:**

KRS 161.028, KRS 161.120, 16 KAR 1:020, 16 KAR 1:030

#### **History/Background:**

***Existing Policy:*** Pursuant to KRS 161.120(1), the EPSB may impose probationary or supervisory conditions upon any certificate issued by the EPSB. The EPSB has used this authority to require educators to attend specific training to address the alleged misconduct and prevent further incidents. The EPSB's *Procedures Relating to Action on an Educator's Certification*, includes a Deferral for Training option that allows an educator the opportunity to complete a recommended training and submit written proof to the EPSB for a dismissal of his/her case.

The EPSB currently has seven pre-approved providers offering dozens of trainings; however, the proposed trainings will provide an intensive, in-person training. In addition, these trainings are the first to include discussion of the Model Code of Ethics for Educators (MCEE). The MCEE is an

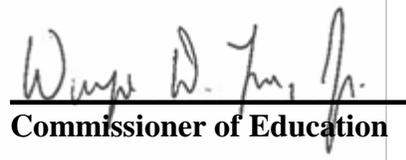
ethical decision making framework created by a national panel of practicing educators. The MCEE was endorsed by the Board at the February 12, 2018 meeting, for use by school districts and educator preparation providers.

**Summary:** KEA is requesting approval for their in-person Ethics for Educators and Ethical Use of Technology & Student Confidentiality Trainings. Enclosed under separate cover are detailed descriptions, information on the course developers, bibliographies, and the presentations that will be used.

**Budget Impact:** There is no budgetary impact, as educators are responsible for the cost of any training they are required to complete for the EPSB.

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Wayne D. Jones  
**Commissioner of Education**

**Date:**

October 28, 2019

**KENTUCKY DEPARTMENT OF EDUCATION**

**STAFF NOTE**

**Action/Consent Item:**

2019-2020 Emergency Non-Certified School Personnel Program

**Commissioner's Recommendation:**

The Education Professional Standards Board (EPSB) should approve the local school districts' applications for the Emergency Non-Certified School Personnel Program for the 2019-2020 school year.

**Rationale:**

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

**Action Question:**

Should the EPSB approve the local school districts' applications for the Emergency Non-Certified School Personnel Program for the 2019-2020 school year?

**Applicable Statutes and Regulation:**

16 KAR 2:030

**History/Background:**

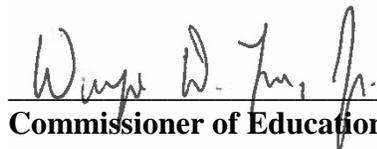
*Existing Policy:* 16 KAR 2:030, Section 3(3) provides that a district that was approved by the EPSB to operate an Emergency Noncertified School Personnel Program the preceding year may request renewal for continuation of the program. Renewal shall be contingent upon demonstration of the continued need for the program and successful evaluation of the previous year's program pursuant to reporting requirements.

*Summary:* Attached is a list of the school districts that staff is recommending for continuation in the program for the 2019-2020 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 2019-2020 school year.

*Budget Impact:* There is no budgetary impact.

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\_\_\_\_\_  
**Commissioner of Education**

**Date:**

October 28, 2019

## **Emergency Non-Certified Districts Renewing for 2019-2020**

- 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. Nicholas County**
- 22. Paris Independent**
- 23. Pendleton County**
- 24. Scott County**
- 25. Trigg County**
- 26. Union County**
- 27. Warren County**
- 28. Washington County**
- 29. Wolfe County**
- 30. Woodford County**

## **KENTUCKY DEPARTMENT OF EDUCATION**

### **STAFF NOTE**

#### **Review Item:**

16 KAR 9:010, Professional Certificate for Exceptional Work Experience, Amendment

#### **Rationale:**

The proposed amendment would allow the Education Professional Standards Board (EPSB) to issue certificates to Exceptional Work Experience candidates for all grade levels.

#### **Applicable Statute or Regulation:**

KRS 161.048, 16 KAR 9:010

#### **History/Background:**

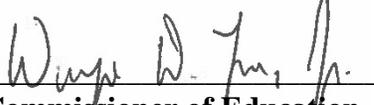
**Existing Policy:** KRS 161.048(2) establishes the Exceptional Work Experience alternative route to certification. Through this route an individual with exceptional work experience who has an offer of employment from a school district, can obtain certification if they meet the degree and GPA requirements and have an academic major or a passing score on the academic content assessment. 16 KAR 9:010 sets forth the regulatory requirements for this route to certification, and limits certification through this route to grade levels 9-12.

**Summary:** The proposed amendment to the regulation would remove the restriction that certification obtained through the Exceptional Work Experience route is limited to grades 9-12. KRS 161.048 does not place such a limitation on the route. In reviewing applications for certification, the EPSB has chosen to waive the grade level restriction and issue middle grades and K-12 certification based on exceptional work experience. The proposed amendment aligns 16 KAR 9:010 with the EPSB's current practice. The proposed amended regulation is included for review.

**Budget Impact:** There is no budgetary impact.

#### **Contact Person:**

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**Commissioner of Education**

#### **Date:**

October 28, 2019

1 EDUCATION AND WORKFORCE DEVELOPMENT CABINET

2 Education Professional Standards Board

3 (Amendment)

4 16 KAR 9:010. Professional certificate for exceptional work experience [~~limited to secondary~~  
5 ~~education~~].

6 RELATES TO: KRS 161.028, 161.030, 161.048

7 STATUTORY AUTHORITY: KRS 161.028, 161.030, 161.048

8 NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.048 establishes the eligibility re-  
9 quirements for a candidate seeking to participate in an alternative teacher preparation pro-  
10 gram. This administrative regulation establishes the requirements for issuance and renewal of a  
11 professional certificate [~~for secondary education~~] based on exceptional work experience.

12 Section 1. Definitions. [(1)] "Exceptional work experience" means a person with **significant**  
13 **knowledge**, [~~recognized superiority as compared with others in rank, status, and attainment or~~  
14 ~~superior knowledge and~~] skill, **and experience** in comparison with the generally accepted  
15 standards in the area in which certification is sought.

16 [(2)] "Secondary education" means the area in which certification is sought in a subject taught in  
17 grades 9–12 in a Kentucky school.]

18 Section 2. Verification of exceptional qualifications of an applicant for certification, in a field of  
19 endeavor taught or service practiced in a public school of Kentucky, shall include:

1 (1) Sufficient documentation that demonstrates to the local school district and the Education  
2 Professional Standards Board that an applicant is one who has exceptional work experience as  
3 defined in Section 1 of this administrative regulation and has talents and abilities commen-  
4 surate with the ~~new~~ teacher standards, established in 16 KAR 1:010;

5 (2) Documentation [~~of achievement that~~] may include advanced degrees earned, distin-  
6 guished employment, evidence of related study or experience, publications, professional **awards**,  
7 achievement, or recognition attained for contributions to an applicant's field of endeavor; and  
8 **recommendations** [~~(3) Recommendations~~] from professional associations, former employers,  
9 professional colleagues, or any other individual or group whose evaluations shall support  
10 exceptional work in the field.

11 Section 3. Certification Requirements. An eligible candidate who meets the requirements of  
12 **KRS 161.048(2)** [~~KRS 161.048(1)~~] **and 16 KAR 2:010, Section 3(1)**, [~~and character and fitness~~  
13 ~~review established in KRS 161.040~~] shall be issued [~~the provisional~~] a certificate [~~limited to~~  
14 ~~secondary education and valid for one (1) year~~]. [~~Upon successful completion of the Kentucky~~  
15 ~~Teacher Internship Program as established in KRS 161.030(5) to (8), the professional certificate,~~  
16 ~~limited to secondary education, shall be issued and shall be valid for an additional four (4)~~  
17 ~~years.~~]

18 [~~Section 4. Renewal Requirements. Each five (5) year renewal of the professional certificate~~  
19 ~~identified in Section 3 of this administrative regulation shall meet the renewal requirements es-~~  
20 ~~tablished in 16 KAR 4:060.~~]

## **KENTUCKY DEPARTMENT OF EDUCATION**

### **STAFF NOTE**

#### **Review Item:**

16 KAR 9:060, The District Training Program for Preparation of Candidates for Initial Teacher Certification, Amendment

#### **Rationale:**

The proposed amendment would streamline the requirements of the District Training Program into one regulation and revise the regulation to conform to the statutory requirements of this alternative route to teacher certification. Additionally, updating the regulation would help to raise awareness of this route to certification and make it a more accessible option to districts.

#### **Applicable Statute or Regulation:**

KRS 161.048, KRS 161.049, 16 KAR 9:050, 16 KAR 9:060 and 16 KAR 9:070

#### **History/Background:**

***Existing Policy:*** KRS 161.048(3) and KRS 161.049 establish the District Training Program as an alternative to the college teacher preparation program as a means of acquiring teacher certification. Per KRS 161.048(3), a local school district or group of districts may seek approval for a training program from the Education Professional Standards Board (EPSB). Candidates must possess a bachelor's degree or a graduate degree with a minimum cumulative GPA of 2.75 or 3.0 on the last thirty hours of credit, a passing score on the academic content assessment and an offer of employment from a district with an EPSB approved district training program. Upon meeting the participation criteria, candidates will be issued a one-year provisional certificate to complete the district training program. KRS 161.049 sets forth the requirements that the District Training Program contain two hundred fifty hours of formal instruction over three phases led by a professional support team consisting of a school principal, an experienced teacher, a college or university faculty member, and an instructional supervisor. The EPSB has promulgated 16 KAR 9:050, 16 KAR 9:060 and 16 KAR 9:070, to provide the regulatory requirements of this route. This route to certification has only been utilized by the Jefferson County Public Schools, and that program was closed in 2018.

***Summary:*** Staff is proposing an amendment to 16 KAR 9:060 that would streamline the requirements of the District Training Program by placing all applicable requirements in one regulation. The proposed amended regulation contains eleven sections covering: general information, the district plan, candidates, the professional development plan, the professional support team, the district training plan framework, informal observation and critique, formal observation and evaluation, evaluation report of the candidate, the district training program evaluation, and continuance of program approval. The proposed amended regulation is included for review.

***Budget Impact:*** Staff time will be required to provide technical assistance to applicants, review programs, and prepare submissions for EPSB review and/or approval.

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**Commissioner of Education**

**Date:**

October 28, 2019

1 EDUCATION AND WORKFORCE DEVELOPMENT CABINET

2 Education Professional Standards Board

3 (Amendment)

4 16 KAR 9:060. The **district** [alternative] training program for preparation of candidates for initial  
5 teacher certification.

6 RELATES TO: KRS 161.028, 161.030, 161.048, 161.049

7 STATUTORY AUTHORITY: KRS 161.028, 161.030, 161.048, 161.049

8 NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.048 **and KRS 161.049** directs the  
9 Education Professional Standards Board to adopt administrative regulations establishing standards **and**  
10 **procedures** for local **school** district training programs and the approval [~~and evaluation process~~] for  
11 these programs. This administrative regulation establishes the required elements of a local district  
12 **training** program, outlines the training and responsibilities required of the professional support team,  
13 and establishes the training which a candidate for alternative certification shall be provided. In addition,  
14 the administrative regulation establishes the process for evaluation of the candidate **and evaluation of**  
15 **the district training program.**

16 Section 1. The **district** [alternative] training program as defined in KRS 161.048 and 161.049 is an  
17 alternative **certification** program to prepare a candidate for initial teacher certification **at any grade**  
18 **level.** A local district or a group of districts may seek approval to offer the **district training** program in  
19 all instructional fields [~~for middle grade teachers as identified in 704 KAR 20:080 and TEC 35.0 of the~~  
20 ~~Kentucky Standards for the Preparation-Certification of Professional School Personnel incorporated by~~  
21 ~~reference in 16 KAR 5:013 and for secondary classroom teachers as identified in 704 KAR 20:070 and~~

1 ~~TEC 40.2]~~ **including interdisciplinary early childhood education**, except for the preparation of  
2 teachers of exceptional children.

3 Section 2. District Plan. (1) The local school district or **group of districts** [~~consortium~~] shall submit  
4 a plan for the **district** [~~alternative~~] training program for approval by the Education Professional Stand-  
5 ards Board, to include the following:

6 (a) Written evidence that the district has sought **joint** sponsorship of the program with an accredited  
7 college **or university**.

8 (b) The names of a four (4) member professional support team for each candidate, as described in  
9 Section 4 of this administrative regulation.

10 (c) The names and qualifications of personnel **in addition to** [~~other than~~] the four (4) member pro-  
11 fessional support team, **if any**, who will provide formal instruction as described in Section 5 of this  
12 administrative regulation.

13 (d) The training program for the support team, as described in Section 6 of this administrative regu-  
14 lation.

15 (e) The **professional development plan** [~~training program~~] for each candidate, as described in Sec-  
16 tion 5 of this administrative regulation.

17 [~~(f) A tentative budget to include expected personnel costs, for the period of time for which the dis-  
18 trict is requesting approval of the proposal, which may not exceed five (5) years.]~~]

19 **(f)** [~~(g)~~] Name, title, address and telephone number of program director.

20 [~~(h) Appeal process.~~]

21 ~~—1. The sponsoring district or consortium shall establish an appeals process for candidates in the al-  
22 ternative training program and shall notify the Education Professional Standards Board of this process  
23 at the time of application for approval of the program.~~

1 —2. ~~Complaints relative to failure of the sponsoring district or consortium or the professional support~~  
2 ~~team to comply with and follow all prescribed statutory and regulatory requirements and procedures of~~  
3 ~~an approved alternative training program shall be directed to and assessed by the superintendent or de-~~  
4 ~~signee of the sponsoring district or consortium.~~

5 —3. The district shall notify the Education Professional Standards Board of all appeals and actions  
6 ~~taken as a result of appeals.]~~ (g) [(i)] Roles and expectations for the professional support team during  
7 the eight (8) week training and the two (2) subsequent eighteen (18) week training sessions.

8 (2) The proposed **district training program** plan [for an alternative training program] shall be  
9 **submitted to** [reviewed by staff of] the **EPSB** [Kentucky Department of Education] **for review by**  
10 **staff**. Staff shall review the district **training program** plan in terms of the following criteria:

11 (a) Compliance of the proposed program with requirements and standards set forth in **KRS 161.048,**  
12 **KRS 161.049,** [16 KAR 9:050] and this administrative regulation.

13 [(b) Evidence that sufficient financial and staff resources are available to the program for its effec-  
14 tive implementation.]

15 (b) [(e)] Qualifications of program staff in the areas of instruction and supervision for which they  
16 have responsibility, including qualifications described in Section 6 of this administrative regulation.

17 The district **training program** plan [for the proposed alternative certification program] shall provide  
18 evidence to the satisfaction of the Education Professional Standards Board in support of the [three

19 (3)]criteria listed above. Staff shall recommend acceptance or denial of the plan to the EPSB which  
20 shall include supporting [the] rationale for the recommendation. The EPSB shall review the staff rec-

21 ommendations, shall approve or deny each plan and shall transmit the decision and rationale for the de-  
22 cision to the district. The district may revise and resubmit a plan that has been denied. Any approval

23 granted by the Education Professional Standards Board shall specify the period of approval of the **dis-**

1 **trict** training program, which shall not exceed five (5) years. Districts may apply for an extension of  
2 approval as outlined in Section 11 of this administrative regulation.

3 (3) The district shall offer employment **pursuant to KRS 161.048(3)(d)** to a candidate seeking cer-  
4 tification only after the district [~~plan for an alternative~~] training program has been approved by the Edu-  
5 cation Professional Standards Board.

6 (4) For each candidate seeking certification through an approved **district** [~~alternative~~] training pro-  
7 gram, the district shall [~~submit~~] **maintain a file, either in hardcopy format or electronic format,**  
8 **which contains** the following **and shall be made available to EPSB upon request:**

9 (a) Evidence of a criminal **background** [~~records~~] check **and clear C/AN check in compliance with**  
10 **KRS 160.380(4).**

11 [~~(b) Transcripts of all college work undertaken by the candidate.~~]

12 [~~(c) Three (3) recent letters of reference from persons not related to the candidate who are familiar~~  
13 ~~with the candidate's professional work.]~~]

14 **(b)** [~~(d)~~] Identification of the [~~school, or an accurate description of another~~] location[~~;~~] in which the  
15 candidate shall be trained during the first eight (8) weeks of training. [~~Reasons for selecting a non-school~~  
16 ~~site shall be provided.]~~]

17 **(c)** [~~(e)~~] Identification of the school, or an accurate description of another location, in which the can-  
18 didate shall teach and be trained during the two (2) subsequent eighteen (18) week periods of training.

19 **(d)** [~~(f)~~] A **proposed** list of grade levels and classes the candidate will teach.

20 **(e)** [~~(g)~~] The proposed daily workload and schedule of the candidate for each phase of the training.

21 [~~(h) A copy of the official letter offering employment to the candidate.~~]

22 [~~(i) Evidence that the candidate has accepted the offered employment.]~~]

23 **(f)** [~~(j)~~] The names and **titles** [~~positions~~] of the members of the four (4) person professional support

1 team to include evidence that each member has successfully completed training and testing for partici-  
2 pation in the Kentucky teacher internship program [~~or the required update as established in 704 KAR~~  
3 ~~20:320~~].

4 **Section 3. Candidates. An eligible candidate who meets the requirements of KRS 161.048**  
5 **(3)(a)-(d) and 16 KAR 2:010, Section 3 (1), shall be issued a one-year provisional teaching certifi-**  
6 **cate to participate in the district training program. (2) The candidate shall apply to the Educa-**  
7 **tion Professional Standards Board and provide:**

8 **(a) Official transcripts of all college work undertaken by the candidate establishing proof of a**  
9 **bachelor's degree or graduate degree and grade point average;**

10 **(b) Proof of a passing score on the academic content assessment, as established in 16 KAR**  
11 **6:010, in the area in which certification is being sought;**

12 **(c) Documentation of the candidate's employment history, including a position description**  
13 **that shows a direct connection to the academic content area for which certification is being**  
14 **sought; and**

15 **(d) Written evidence of an offer of employment by a school district with an approved district**  
16 **training program.**

17 **(3) A candidate must be issued a one-year provisional teaching certificate prior to participa-**  
18 **tion in the district training program.**

19 **Section 4** [~~Section 3~~]. [~~Orientation and~~]Professional Development Plan for Candidate. **A** [~~An ori-~~  
20 ~~entation and a~~] professional development plan **to** [~~for~~] assist[~~ing~~] each candidate **in achieving a rec-**  
21 **ommendation for approval** [~~toward proficiency~~] shall be **created and maintained** [~~provided~~] by the  
22 local school district as follows:

23 (1) The four (4) member professional support team and the candidate, **or a small cohort of candi-**

1 **dates**, shall meet before the candidate(s) begins Phase I training ~~to~~ [and shall] be oriented to the **district**  
2 [approved] training **program** [proposal] and to the responsibilities and expectations for each team  
3 member and the candidate(s).

4 (2) The professional support team shall **adopt** [draft] an individual professional development plan  
5 for the candidate **which addresses** [to cover] all phases of the training. [The candidates' professional  
6 development plan shall be consistent with the district plan for assisting a teacher toward proficiency as  
7 described in KRS 156.101(6)(c)6 and with the district's approved alternative certification proposal, and  
8 shall be fully discussed with the candidate.]

9 (3) The candidate's professional development plan shall  
10 be **maintained by the district and shall be made available to EPSB upon request** [submitted to the  
11 Education Professional Standards Board for review and approval, along with documentation of each  
12 team member's knowledge and skills as described in Section 6 of this administrative regulation and the  
13 candidate's application for candidacy as described in Section 3 of 16 KAR 9:050. If the board's judg-  
14 ment is that the professional development plan is not consistent with the approved district plan, the  
15 board may refuse to approve the individual plan and may deny the candidacy until a professional devel-  
16 opment plan is approved].

16 **Section 5** [Section 4]. Professional Support Team. **Each member of the professional support**  
17 **team shall provide to the district documented evidence of that he or she possess knowledge and**  
18 **skills in field and clinical supervision, mentoring, conferencing, student assessment, evaluation of**  
19 **curricula and teaching skills, and dealing with a variety of students. Documentation of these**  
20 **competencies shall be maintained by the district and made available to EPSB upon request.** A

21 four (4) member professional support team [who have successfully completed the training identified in  
22 Section 6 of this administrative regulation] shall be identified by the local school district for each can-  
23 didate seeking certification through **the district training program** [an approved alternative training

1 ~~program~~] as follows:

2 (1) School principal. The principal of a [the] school **in the district** where the candidate will be  
3 **employed** [~~initially assigned to teach~~] shall chair the professional support team. He **or she** shall keep  
4 records of the following:

5 (a) All informal visits and critiques;

6 (b) All formal visits and evaluations; and

7 (c) Documented changes made in the candidate's professional development plan. At regular inter-  
8 vals, the chair shall convene the **professional support** team in order to discuss with the candidate his  
9 **or her** professional progress and appropriate modifications in the professional development plan.

10 (2) Experienced teacher. The teacher shall hold current certification valid for the grade range and  
11 subject area or a [~~closely~~] related subject area for which the candidate is seeking certification. The  
12 teacher shall hold Rank I or II, and shall have at least four (4) years of full-time teaching experience. At  
13 least one (1) year of the prior teaching experience shall be in the district that has employed the candi-  
14 date.

15 (3) Instructional supervisor. The instructional supervisor shall hold a valid Kentucky certificate for  
16 supervision of instruction and shall have at least one (1) year of prior experience in the district that has  
17 employed the candidate. If an instructional supervisor is not available, the district shall assign a person  
18 who has held the full-time position of supervisor of instruction for at least one (1) year within the prior  
19 three (3) years and who holds a valid Kentucky certificate for supervision of instruction.

20 (4) College or university faculty member. The faculty member shall be a [~~full-time~~] faculty member  
21 of an **EPSB** accredited [~~senior~~] college or university [~~who is associated with the teacher preparation~~  
22 ~~program and~~] whose academic field is the same or closely related to the field in which the candidate is  
23 seeking certification. If a faculty member is not available, the district shall assign a person approved by

1 **an EPSB accredited** ~~[senior]~~ college or university who has held the ~~[full-time]~~ position of college fac-  
2 ulty member within the prior three (3) years ~~[and whose academic field is the same as or closely related~~  
3 ~~to the area in which the candidate is seeking certification]~~.

4 **Section 6** ~~[Section 5].~~ **District Training Plan Framework** ~~[Training for the Candidate]~~. A three (3)  
5 phase training program for each candidate, as established in KRS 161.049 shall occur to ensure imple-  
6 mentation of the candidate's professional development plan and a minimum of 250 hours of formal in-  
7 struction. Formal instruction shall be for the purpose of ensuring that the candidate acquires the compe-  
8 tencies established in **16 KAR 1:010** ~~[704 KAR 20:070, Sections 2, 3, 4, 5, 6 and 8]~~ and shall relate  
9 directly to the candidate's professional development plan ~~[and to the knowledge base of the Kentucky~~  
10 ~~teacher internship program]~~. Formal instruction shall include:

11 (1) Phase I training. Phase I shall include a full-time seminar and practicum of no less than eight (8)  
12 weeks' duration prior to the time the candidate assumes responsibility for a classroom and shall comply  
13 with the following:

14 (a) The **district** training program shall include an introduction to basic teaching skills through su-  
15 pervised teaching experiences with students.

16 ~~[(b) The training program shall integrate the candidate's supervised teaching experience with formal~~  
17 ~~instruction in human growth and development, basic teaching skills, classroom management, dealing~~  
18 ~~with diverse learning styles of diverse student populations, student assessment, and the knowledge base~~  
19 ~~for the Kentucky teacher internship program.]~~

20 ~~[(e)]~~ **(b)** The district shall provide a formal orientation to the policies, organization, **and** curriculum  
21 ~~[and student characteristics]~~ of the employing district. ~~[The orientation shall be supervised by, or pro-~~  
22 ~~vided by, one (1) or more members of the professional support team.]~~

23 ~~[(d)]~~ **(c)** During the last week of Phase I training, evaluations shall be performed by or supervised by

1 one (1) or more members of the professional support team, **which** ~~[and]~~ shall include written tests ~~[and~~  
2 ~~observations of the candidate's classroom performance]~~. The candidate's understanding in the areas of  
3 formal instruction ~~[outlined in Section (5)(1)(b)]~~ and the candidate's performance in the competency  
4 areas established in the designated sections of **16 KAR 6:010** ~~[704 KAR 20:070]~~ shall be evaluated,  
5 along with the candidate's understanding of policies, organization and curriculum of the employing  
6 school district. Evaluation results in written form shall be shared with all members of the professional  
7 support team and shall be used to modify and improve the candidate's professional development plan.  
8 The revised professional development plan shall be discussed with the candidate and **maintained by**  
9 **the district** ~~[forwarded to the Kentucky Department of Education]~~.

10 (2) Phase 2 training. Phase 2 shall include eighteen (18) weeks of formal instruction, informal ob-  
11 servations and critiques of the candidate during which time the candidate shall have responsibility for  
12 one-half (1/2) time classroom assignment. Formal instruction, informal observations, critiques and  
13 evaluations shall relate directly to the candidates' professional development plan and to the competen-  
14 cies established in **16 KAR 1:010** ~~[704 KAR 20:070]~~. Phase 2 training shall comply with the follow-  
15 ing:

16 (a) Prior to or during the first week of Phase 2 training the team shall discuss with the candidate the  
17 purpose and expectations of informal observations, critiques, formal observations and evaluations, as  
18 defined in Sections 7 and 8 of this administrative regulation.

19 (b) Informal observation and critique. The candidate shall be visited, informally observed, and cri-  
20 tiqued at least one (1) time per week by one (1) or more members of the professional support  
21 team. ~~[Over the eighteen (18) week period, each member of the team shall visit, informally observe and~~  
22 ~~critique no less than five (5) times.]~~

23 (c) Formal observation. Each team member shall schedule a formal observation of the candidate at

1 least one (1) time during the first five (5) weeks, one (1) time during the second five (5) weeks, and one  
2 (1) time during the last eight (8) weeks.

3 (d) Formal evaluation. The team shall meet to formally evaluate the candidate at the end of five (5)  
4 weeks, at the end of ten (10) weeks, and at the end of eighteen (18) weeks. After each ~~[set of]~~ formal  
5 evaluation[s], the team shall meet with the candidate to discuss evaluation results which may lead to  
6 modifications of the candidate's professional development plan.

7 (3) Phase 3 training. Phase 3 training shall include eighteen (18) weeks of formal instruction, infor-  
8 mal visits and critiques ~~[of classroom assignment]~~, and at least two (2) formal observations and evalua-  
9 tions during which time the candidate may ~~[shall]~~ have full-time classroom assignment. Phase 3 train-  
10 ing shall comply with the following:

11 (a) Each member of the professional support team shall informally visit and critique the candidate at  
12 least one (1) time per month. Each informal observation shall last no less than one (1) ~~[a]~~ full class pe-  
13 riod.

14 (b) The ~~[district plan shall show time and personnel allocations to permit the]~~ candidate shall ~~[to]~~  
15 spend at least one (1) class period per week observing an experienced teacher. Teachers selected for  
16 observation shall represent a variety of classroom subjects and levels, and shall be chosen for their abil-  
17 ity to demonstrate a variety of exemplary teaching techniques and strategies.

18 (c) Each member of the professional support team shall formally observe and evaluate the candidate  
19 at least two (2) times during Phase 3. No more than two (2) months shall pass ~~[eight (8) weeks shall~~  
20 ~~occur]~~ without a formal observation.

21 ~~[(d) Formal instruction shall continue during this period.]~~

22 (d) ~~[e)]~~ The candidate shall take the pedagogy assessment ~~[professional knowledge portion of the~~  
23 ~~core battery of the NTE]~~ no earlier than the Phase 3 training period. The score required of the candidate

1 is established in 16 KAR 6:010. The professional support team shall not recommend approval for a  
2 candidate until a passing score is achieved.

3 ~~[Section 6. Training for the Professional Support Team. (1) Each member of the professional sup-~~  
4 ~~port team shall successfully complete the training to prepare classroom observers for the Kentucky~~  
5 ~~teacher internship program. Each member of the team shall successfully complete the written and cod-~~  
6 ~~ing tests for the Kentucky teacher internship program before undertaking service on a professional sup-~~  
7 ~~port team. In no case shall training for a team member occur after the start of Phase I training.]~~

8 ~~[(2) In addition, each member of the professional support team shall provide documented evidence~~  
9 ~~of possessing knowledge and skills in field and clinical supervision, mentoring, conferencing, student~~  
10 ~~assessment, evaluation of curricula and teaching skills, and dealing with a variety of students including~~  
11 ~~children of diverse cultural backgrounds and exceptional children. Documentation of these competen-~~  
12 ~~cies shall accompany the district proposal.]~~

13 ~~[(3) Prospective team members who have successfully completed the training and testing for the~~  
14 ~~Kentucky teacher internship program, but who lack documented evidence of knowledge and skills in~~  
15 ~~one (1) or more of the areas specified in subsection (2) of this section, shall successfully complete train-~~  
16 ~~ing in these areas. The training shall be completed prior to Phase I of the district's approved program,~~  
17 ~~and shall be provided through, or approved by, the Kentucky Department of Education.]~~

18 Section 7. Informal Observation and Critique. (1) During an informal observation visit, each team  
19 member shall record observations regarding the candidate's performance **in relation to the teacher**  
20 **standards identified in 16 KAR 1:010** ~~[in relation to the Kentucky teacher internship knowledge ba-~~  
21 ~~se] and the performance of students in the classroom. [Team members may use the classroom observa-~~  
22 ~~tion instrument of the Kentucky teacher internship program.]~~ Each informal observation leading to a  
23 critique shall be no less than twenty (20) minutes. Visits for informal observations shall be scheduled

1 and unscheduled, and over the period of eighteen (18) weeks shall cover the range of times and activi-  
2 ties for which the candidate is responsible for the classroom.

3 (2) At a critiquing session following an informal observation, results **and feedback** shall be shared  
4 with the candidate. The critique shall occur as soon as possible after the observation in order to assist  
5 the candidate to improve his classroom performance and the performance of his **or her** students.

6 Section 8. Formal Observation and Evaluation. (1) Formal observations shall be scheduled in ad-  
7 vance with the candidate and shall last no less than one (1) class period. [~~Team members shall use the~~  
8 ~~classroom observation instrument of the Kentucky teacher internship program during each formal ob-~~  
9 ~~servation and shall share observation results with the candidate as soon as possible after the end of the~~  
10 ~~formal observation.~~]

11 (2) As a part of the formal evaluation, team members shall review the candidate's progress as rec-  
12 orded on observation instruments, notes and other documents relating to the candidate's classroom per-  
13 formance.

14 (3) Each formal evaluation shall consist of the team's written assessment of the candidate's perfor-  
15 mance as measured through formal and informal observations.

16 (4) Following each set of formal evaluations, the team shall meet with the candidate to discuss eval-  
17 uation results, which may lead to modification of the candidate's professional development plan. The  
18 team and the candidate shall plan together for the candidate's professional growth over the following  
19 training periods.

20 Section 9. Evaluation Report of the Candidate. (1) At the conclusion of the **district** [~~alternative~~]  
21 training program for each candidate, the chair of the professional support team shall prepare a compre-  
22 hensive evaluation report on the candidate's performance. The professional support team shall by ma-  
23 jority vote recommend one (1) of the following actions to the Education Professional Standards Board:

1 (a) Approved. The professional support team recommends issuance of the **teaching certificate**  
2 [statement of eligibility] for the candidate [~~, who may seek a teaching position and undertake the Ken-~~  
3 ~~tucky teacher internship program established under 704 KAR 20:320~~].

4 (b) Insufficient. The professional support team recommends that the candidate be allowed to seek  
5 reentry into a district **training** [~~alternative teacher preparation~~] program. The team shall identify areas  
6 of insufficiency and shall attach to the recommendation a suggestion for remediation in each area. The  
7 team shall also recommend a point of reentry to a district **training** [~~alternative preparation~~] program. **A**  
8 **provisional certificate shall be reissued for a second year if the candidate is employed by a dis-**  
9 **trict for participation in its approved training programs for a subsequent year.**

10 (c) Disapproved. The professional support team recommends that the candidate not be permitted to  
11 enter a district **training** [~~alternative teacher preparation~~] program. The team shall identify specific rea-  
12 sons for this recommendation and shall document the evidence used by the team to reach its decision.  
13 Reasons for the recommendation [~~of disapproval~~] shall be **submitted with** [~~attached to~~] the recom-  
14 mendation form, and shall be directly related to one (1) or more of the areas of formal instruction, test-  
15 ing, and classroom performance specified in Sections 5, 7 and 8 of this administrative regulation.

16 (2) [~~All team members shall vote on the final recommendation. If the professional support team fails~~  
17 ~~to achieve a majority vote (3-1 or 4-0) for any recommendation, the decision shall be interpreted as fall-~~  
18 ~~ing under the insufficient category. The team chair shall prepare a narrative describing the vote. Team~~  
19 ~~members may attach an individual position statement to any recommendation. All documents shall be~~  
20 ~~forwarded for review by the Education Professional Standards Board.] **If team members cannot**  
21 **reach a majority agreement concerning a recommendation under this section, the recommenda-**  
22 **tion shall be submitted as insufficient. The team shall provide a statement in the evaluation re-**  
23 **port addressing the dispute among team members about the recommendation.**~~

1 (3) The chair shall forward the recommendation form and all observation and evaluation documents  
2 to the Education Professional Standards Board.

3 Section 10. **District Training** Program Evaluation. (1) The district or **group of districts** [consorti-  
4 um] **plan** [proposal] for a **district training** [an alternative teacher preparation] program shall include a  
5 schedule for short-range program evaluation to include, but not be limited to, an evaluation of the effec-  
6 tiveness of the formal instruction in relation to acquisition by the candidate of the knowledge and com-  
7 petencies specified in **16 KAR 1:010** [Section 5 of this administrative regulation], the supervised [stu-  
8 dent] teaching, the assistance provided by the professional support team, and the effectiveness of the  
9 candidate in the classroom during the two (2) eighteen (18) week training sessions.

10 (2) The plan shall include a schedule for long-range program evaluation to include, but not be lim-  
11 ited to, the goals of the alternative preparation program and the effectiveness of the program in meeting  
12 these goals.

13 [~~(3)(a) The Education Professional Standards Board shall conduct periodic reviews of the district  
14 training programs which shall include on-site evaluations to verify the quality of the programs. The on-  
15 site evaluations shall be scheduled in advance with the district to allow sufficient time for the district to  
16 provide evaluation results and other necessary records and documents, ensure availability of program  
17 staff and candidates and provide other facilities for the conduct of the evaluation.] [(b) The Educa-  
18 tional Professional Standards Board shall provide a copy of its evaluation report to the district within  
19 thirty (30) working days of the site visit. The district shall provide a written response to all program  
20 weaknesses identified in the board's report and shall forward this response to the board within thirty  
21 (30) working days of receipt of the board's evaluation report. The board shall review the report and re-  
22 sponse and shall take appropriate action.]~~

23 [(e)] **(4) The board may conduct on-site evaluations of any approved district training program**

1 **to evaluate the quality of the programs.** If in the judgment of the board **a district** [~~an alternative~~]  
2 training program exhibits continuing [~~and insurmountable~~] weaknesses, the board may direct termina-  
3 tion of the program at the end of the current school year.

4 Section 11. **Continuance** [~~Extension~~] of Program Approval. (1) [~~Over the signature of the appropri-~~  
5 ~~ate superintendent or superintendents, a~~] **A district or group of districts** [consortium of districts may  
6 apply for **continuance** [~~an extension~~] of an approved **district** [~~alternative~~] training program for an addi-  
7 tional period of time not to exceed **seven (7)** [~~five (5)~~] years. The request for **continuance** [~~extension~~]  
8 shall reference program evaluation results described under Section 10 of this administrative regulation,  
9 and shall specify significant changes in program components that have occurred since the training pro-  
10 gram received prior board approval and that are planned for implementation in subsequent training pe-  
11 riods.

12 (2) The request for **continuance** [~~extension~~] shall [~~specify how program costs in terms of salaries,~~  
13 ~~training personnel, staff time and district facilities shall be accommodated within the district's budget,~~  
14 ~~and shall] provide [~~other assurances of~~] **specific examples of demonstrating** program quality [~~as may~~  
15 ~~be requested by the Education Professional Standards Board~~]. **The request for continuance shall set**  
16 **forth statistical information related to teacher retention for all prior candidates who have com-**  
17 **pleted the training program.** Standards for program approval and program quality specified under  
18 Sections 2 through 10 of this administrative regulation shall be maintained under any program exten-  
19 sion.~~

# **KENTUCKY DEPARTMENT OF EDUCATION**

## **STAFF NOTE**

### **Review Item:**

16 KAR 9:0\_\_, Notice of Repeal of 16 KAR 9:050 and 9:070

### **Rationale:**

The applicable requirements of 16 KAR 9:050 and 9:070 are being incorporated into the amendments of 16 KAR 9:060. Therefore, 16 KAR 9:050 and 9:070 are no longer necessary and should be repealed.

### **Applicable Statute or Regulation:**

KRS 161.048, KRS 161.049, 16 KAR 9:050, 16 KAR 9:060, 16 KAR 9:070

### **History/Background:**

**Existing Policy:** KRS 161.048(3) and KRS 161.049 establish the School District Training Program as one of the alternative routes to certification. The Education Professional Standards Board (EPSB) has promulgated 16 KAR 9:050, 16 KAR 9:060 and 16 KAR 9:070, to provide the regulatory requirements of this route.

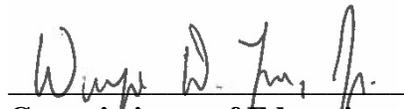
**Summary:** Staff has proposed an amendment to 16 KAR 9:060 that would streamline the requirements of the School District Training Program by placing all applicable requirements in one regulation. The amendment for 16 KAR 9:060 is also being presented to the EPSB for review. Therefore, staff has drafted 16 KAR 9:0\_\_ to repeal 16 KAR 9:050 and 9:070. The proposed repealer is included for review.

**Budget Impact:** There is no budgetary impact.

### **Contact Person:**

Cassie Trueblood, Policy Advisor and Counsel  
Office of Educator Licensure and Effectiveness  
(502) 564-4606

E-mail: [cassie.trueblood@education.ky.gov](mailto:cassie.trueblood@education.ky.gov)

  
\_\_\_\_\_  
**Commissioner of Education**

### **Date:**

October 28, 2019

1 EDUCATION AND WORKFORCE DEVELOPMENT CABINET

2 Education Professional Standards Board

3 (Repealer)

4 16 KAR 9:0\_\_\_. Repeal of 16 KAR 9:050 and 9:070

5 RELATES TO: KRS 13A.310

6 STATUTORY AUTHORITY: KRS 161.020, KRS 161.048, KRS 161.049

7 NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.020 requires a certificate of le-  
8 gal credentials for any public school position for which a certificate is issued. KRS 161.048 re-  
9 quires the Education Professional Standards Board to promulgate administrative regulations es-  
10 tablishing standards and procedures for the alternative certification including the school district  
11 training program. KRS 13A.310 allows repeal of administrative regulations if the promulgating  
12 body desires. This administrative regulation repeals administrative regulations that are included  
13 in the amendments to 16 KAR 9:060.

14 Section 1. The following administrative regulations are hereby repealed:

15 (1) 16 KAR 9:050, Alternative training program eligibility requirements for middle school  
16 and secondary school teachers; and

17 (2) 16 KAR 9:070, Kentucky Primary Alternative Certification Program.

## **KENTUCKY DEPARTMENT OF EDUCATION**

### **STAFF NOTE**

#### **Action/Discussion Item:**

Guidelines for Submitting an Application to Provide an Alternative Route to Certification Institute, Option 7

#### **Commissioner's Recommendation:**

The Commissioner recommends approval of the attached draft revised guidelines for Submitting an Application to Provide an Alternative Route to Certification Institute, Option 7.

#### **Rationale:**

KRS 161.048(8) outlines the Option 7 Alternative Route to Certification for persons in a field other than education to teach in elementary, middle or secondary programs. This option, however, has been rarely used.

Updated guidelines would (i) clarify who can serve as a provider under Option 7; (ii) assist providers in developing an institute that complies with the statutory requirements and in submitting that program to the EPSB for approval; and (iii) help raise awareness of this route to certification.

#### **Action Question:**

Should the EPSB approve the draft revised guidelines for Submitting an Application to Provide an Alternative Route to Certification Institute, Option 7?

#### **Applicable Statute or Regulation:**

KRS 161.048, KRS 161.028

#### **History/Background:**

*Existing Policy:* The original guidelines for the Option 7 Alternative Route to Certification were approved by the EPSB in June 2004, and revised in November 2009. Previously, two universities applied for and earned approval for Option 7 programs. Northern Kentucky University had an approved Option 7 program in world languages (French, German, Spanish, Arabic, Chinese and Japanese) from May 2006 to January 2017. The University of Kentucky had an Option 7 program in Chinese from May 2010 until October 2011. Both programs have been closed by the respective universities.

The Option 7 route to certification allows a person in a field other than education to receive a one-year temporary provisional teaching certificate in elementary, middle school, secondary, grades 5-12, or grades P-12. While both of the previous Option 7 programs were in world

languages, KRS 161.048 does not limit the areas of certification that can be pursued under Option 7.

In the past, the EPSB has limited Option 7 providers to colleges, universities and school districts, including educational cooperatives. Under this limitation, only the two universities applied to offer an Option 7 route.

**Summary:** At the February 11, 2019 meeting of the EPSB, draft guidelines for Option 7 were presented as an Information Item. Following that meeting, it was determined through further review that the timing of the assessment requirements contained in the guidelines was not aligned with KRS 161.048. KRS 161.048(8) requires that all assessments for admission into a preparation program (CASE/GRE) and the academic content assessments (PRAXIS II) be passed before the issuance of the first temporary provisional certificate. The revised guidelines and flow chart reflect this revision.

In addition, after the February meeting, staff was also approached by a potential Option 7 provider regarding the limitation contained in the draft guidelines that institutes could only be provided by colleges, universities and/or school districts. Upon further review, staff believes the statutes do not limit Option 7 “providers” to colleges, universities, or school districts.

KRS 161.048(8), which outlines Option 7, contains no such limitation, using only the term “providers.” Moreover, under KRS 161.028, the Board’s authorities and responsibilities include “devis[ing] a credentialing system that provides alternative routes to gaining certification and greater flexibility in staffing local schools while maintaining standards for teacher competence;” and “[p]romot[ing] the development of one (1) or more innovative, nontraditional or alternative administrator or teacher preparation programs through public or private colleges or universities, **private contractors**, the Department of Education, **or** the Kentucky Commonwealth Virtual University and waive administrative regulations if needed in order to implement the program[.]” KRS 161.028(k), (s). KRS 161.030(10) also provides that “The Education Professional Standards Board shall approve the curricula of any college or university, or of any department thereof, for the training of teachers, and **any nontraditional or alternative teacher preparation program offered in a public or private postsecondary education institution, private contractor, or state agency**, and shall also approve the curricula of any local district alternative certification program[.]” Thus, in line with this statutory language, the revised guidelines make clear that entities other than colleges, universities, and school districts can provide an Option 7 institute.

**Budget Impact:** Staff time will be required to provide technical assistance to applicants, review programs, and prepare submissions for EPSB review and/or approval.

**Groups Consulted and Brief Summary of Responses:**

Option 7 Task Force

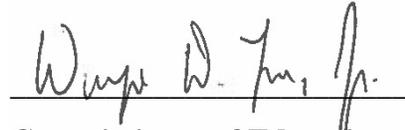
Kentucky Association of Colleges of Teacher Education (KACTE)

## EPP Leaders

The Option 7 Task Force was instrumental in reviewing the route and many of their recommendations are reflected in the submitted guidelines. KACTE's Policy Committee submitted recommendations and questions in response to draft guidelines submitted to the EPSB in February. Their main recommendation was that passing of the Admission Requirements pursuant to 16 KAR 5:020 should be completed before candidates begin the required institute. EPP leader comments were captured primarily through representation on the Option 7 Task Force or through KACTE meeting feedback. All three groups reviewed a prior draft of the guidelines that did not open the institutes to all providers.

### **Contact Person:**

Rob Akers, Associate Commissioner  
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E-mail: [rob.akers@education.ky.gov](mailto:rob.akers@education.ky.gov)

A handwritten signature in black ink, appearing to read "Wayne D. Lewis", is written over a horizontal line.

**Commissioner of Education**

### **Date:**

October 28, 2019

## Education Professional Standards Board

### GUIDELINES FOR SUBMITTING AN APPLICATION TO PROVIDE AN ALTERNATIVE ROUTE TO CERTIFICATION INSTITUTE (OPTION 7)

Approved June 14, 2004  
Revised November 9, 2009  
Revised \_\_\_\_\_

#### **Background**

The 2004 Kentucky General Assembly enacted HB 152, amending KRS 161.048 to add an Option 7 Alternative Route to Certification. Through the Option 7 Alternative Route to Certification, educators may earn the following credentials:

**ELEMENTARY OR P-12 TEACHER CERTIFICATION:** prior to receiving a one-year temporary provisional certificate or during the first year of the certificate, the teacher shall complete the equivalent of a 240-hour institute, based on 6-hour days for 8 weeks.

**MIDDLE, SECONDARY OR 5-12 TEACHER CERTIFICATION:** prior to receiving a one-year temporary provisional certificate or during the first year of the certificate, the teacher shall complete the equivalent of a 180-hour institute, based on 6-hour days for 6 weeks.

The Option 7 Alternative Route to Certification allows a person in a field other than education to receive a one-year temporary provisional teaching certificate (elementary, middle, secondary, grades 5-12, and/or grades P-12) renewable for a maximum of two years, if he/she has met the following conditions:

1. Holds a bachelor's degree with a declared academic major in the area in which certification is sought or a graduate degree in a field related to the area in which certification is sought;<sup>1</sup>
2. A minimum cumulative grade point average of 2.75 on a four (4) point scale or a minimum grade point average of 3.0 on a four (4) point scale on the last thirty (30) hours of credit completed, including undergraduate and graduate coursework from a nationally or regionally accredited postsecondary institution;
3. Meets all applicable admission criteria outlined in 16 KAR 5:020 for initial certification programs before receiving a temporary provisional certificate.<sup>2</sup> A candidate who has a terminal degree shall be exempt from passing the required admission assessments.
4. Passes written tests designated by the Education Professional Standards Board (EPSB) for content knowledge in the area of certification, including elementary education and exceptional children areas; and
5. Has completed a 180/240-hour approved institute through an EPSB-approved Option 7 program. A minimum of half the requisite hours shall be completed prior to issuance of the first temporary provisional certificate. The remainder of the hours shall be completed prior to issuance or during the first temporary provisional certificate.

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<sup>1</sup> KRS 161.048 (8)(a)(1), requires the candidate to possess a bachelor's degree with a declared academic major in the area in which certification is sought or a graduate degree in a field related to the area in which certification is sought. For Elementary Education, it would include an academic major in any area for which an elementary teacher has permissions to teach (English, social studies, science, math, music, art, health, P.E.). Similarly, for special education, permissions for that certificate allow a person with that certificate (LBD, MSD, etc.) to teach any content area. Also, their permissions are tied to a specific population; therefore, an academic major in an area of disabilities, etc.

<sup>2</sup> Must earn a passing score on the Core Academic Skills for Educators (CASE) or Graduate Record Exam (GRE)

### **Who may submit an application?**

KRS 161.048 (8) does not contain any limitation on who may provide the elementary, middle, and secondary institutes outlined under Option 7. The statute does provide, however, that the “providers” and the “content of the institute” shall be approved by the EPSB. KRS 161.028 recognizes the Board’s authority to approve “college, university, and school district programs,” as well as nontraditional or alternative programs “through public or private colleges or universities, private contractors, the Department of Education, or the Kentucky Commonwealth Virtual University[.]” KRS 161.028(b), (s). Applicants who are not currently accredited by the EPSB are encouraged to demonstrate partnerships with Institutions of Higher Education (IHEs) accredited by the EPSB and school districts/cooperatives recognized by the Kentucky Department of Education.

### **What should be addressed in the application?**

1. Contact information for Educator Preparation Provider (EPP) leader
2. Description of institute (e.g., type of EPP, when offered, methods of delivery, certification areas included)
3. Program Review Contents (submitted in the Kentucky Educator Preparation Review System [KEPRS])
  - a. Quality Assurance of institute’s effectiveness and continuous improvement:
    - i. identifies what data is collected and when
    - ii. identifies how data is analyzed and by whom
  - b. Quality Assurance of candidate:
    - i. Includes a minimum of three transition points: admission, midpoint, and exit that identify the requirements (criteria and assessments) for successful progression through the entire program
    - ii. Requires that candidates attain qualifying scores on the CASE or GRE before issuance of their initial temporary provisional certificate
    - iii. Requires that candidates attain qualifying scores on the academic content assessment before issuance of their initial temporary provisional certificate
    - iv. Requires that candidates attain qualifying scores on the pedagogy assessment before issuance of the professional certificate
    - v. Requires that candidates’ disposition for teaching must be assessed/demonstrated at admission, midpoint, and exit
4. Curriculum, Mentoring, and Assessments, which must:
  - a. Demonstrate alignment to the Kentucky Academic Standards in design and assessment of P-12 student knowledge and candidates’ skills and subject matter competency
  - b. Include research-based classroom practices, including effective classroom management techniques; knowledge of child/adolescent growth, methodologies for addressing and assessing individual learning differences to meet diverse learning needs of all students, including exceptional children; literacy strategies
  - c. Provide consistent and high quality clinical experiences
  - d. Define the type of support to be provided by the EPP during the institute, as well as induction (mentoring support) of the new teacher candidate; the EPP must provide continuous mentoring support to the candidate throughout the entire program, including a minimum of 18 hours per semester
  - e. Align to the Kentucky Teacher Standards in 16 KAR 1:010 and the Professional Code of Ethics for Kentucky Certified School Personnel
  - f. Establish effective educational partnerships (i.e., among State Education Agencies, Local Educational Agencies, and IHEs)
  - g. Include a Memorandum of Agreement or Understanding demonstrating the agreement between the partners involved in the Option 7 program
  - h. Require that the candidate successfully complete a supervised culminating clinical experience for a minimum of one semester; after successful completion of this experience, and obtaining passing scores on the pedagogy assessment, the candidate may receive a recommendation for a professional teaching certificate
5. Description of the qualifications, credentials and diversity of the institute’s clinical

educators

6. Copy of Curriculum Contract (provided to candidate). Must include, but is not limited to:
  - a. Name of institute and resulting certification, with appropriate grade levels noted
  - b. Candidate's name
  - c. Institute's curricular requirements
  - d. Program admission and exit requirements
  - e. Verification that the Professional Code of Ethics for Kentucky Certified School Personnel has been addressed

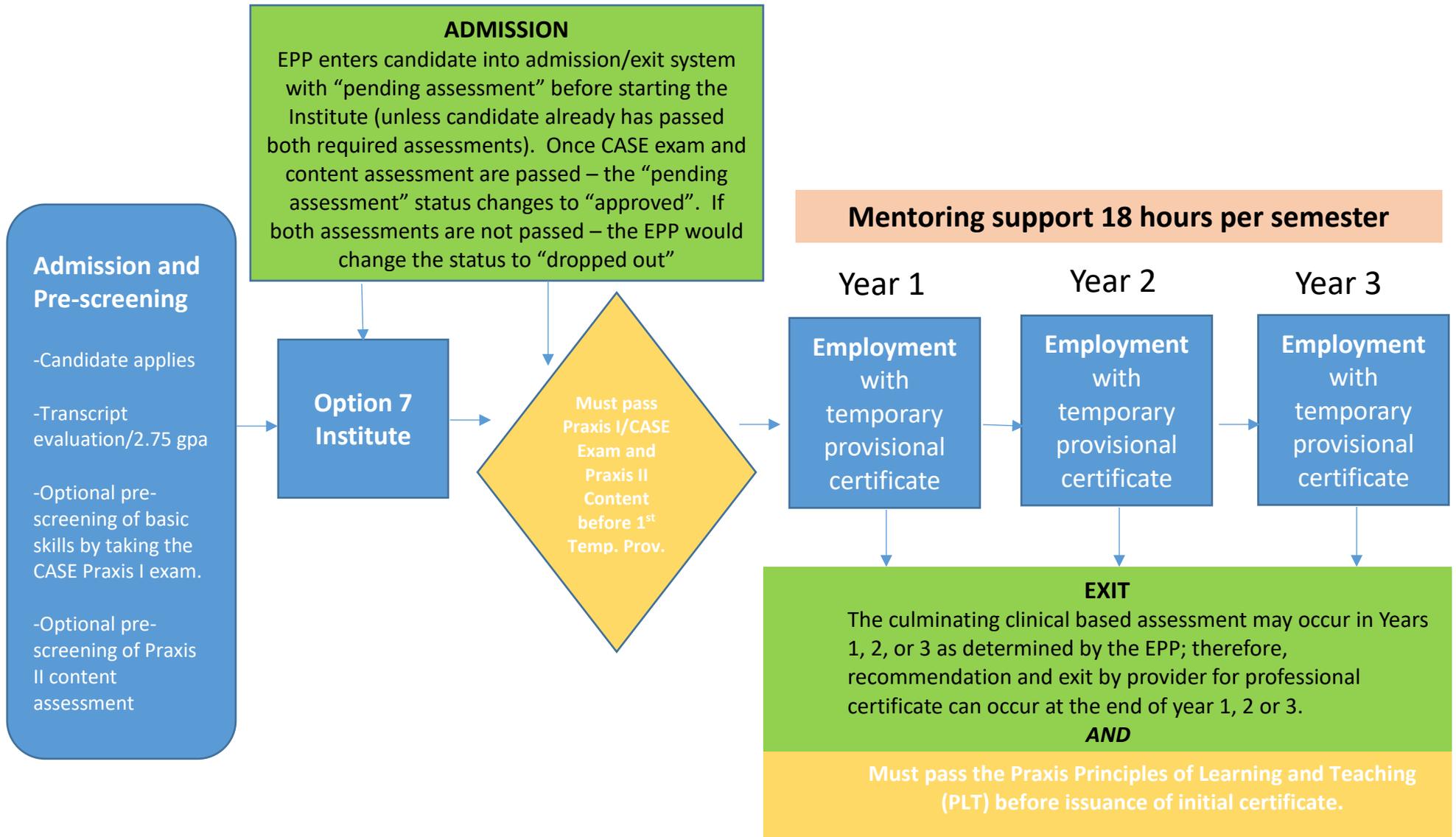
**When should applications be submitted?**

Applications may be submitted at any time; however, time required for program review and the timing of EPSB meetings may impact the length of time for the approval of the application.

**To whom should applications or questions be directed?**

Margaret Hockensmith, Program Consultant  
Division of Educator Preparation and Certification  
Office of Educator Licensure and Effectiveness  
Kentucky Department of Education  
300 Sower Complex, 5<sup>th</sup> Floor  
Frankfort, Kentucky 40601  
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# Option 7 Pathway to Certification



Revised: 2/6/19 mh  
 4/26/19 mh  
 10/7/19 mh

## **KENTUCKY DEPARTMENT OF EDUCATION**

### **STAFF NOTE**

#### **Action/Discussion Item:**

2020-2022 Biennial Budget Request

#### **Commissioner's Recommendation:**

The Commissioner recommends approval of the 2020-2022 Biennial Budget Request for the Education Professional Standards Board (EPSB).

#### **Rationale:**

The proposed budget request would cover the expenses for EPSB meetings during the next biennium, allowing the EPSB to continue to meet and carry out its statutory responsibilities.

#### **Action Question:**

Should the EPSB approve the 2020-2022 Biennial Budget Request?

#### **Applicable Statute or Regulation:**

KRS 161.028 (1)(p), 161.017 (1)(e)

#### **History/Background:**

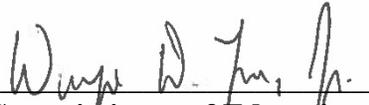
***Existing Policy:*** Pursuant to KRS 161.017(1)(e) and Executive Order 2019-464, a proposed biennial budget shall be presented to the EPSB for review and approval. The 2020-2022 Biennial Budget Request is due to the Governor's Office in November 2019.

***Summary:*** By Executive Order, the EPSB is attached to the Kentucky Department of Education (KDE) for administrative purposes. Staff for the EPSB is provided by KDE's Office of Educator Licensure and Effectiveness. Therefore, the expenses associated with staffing and the day to day functions of the EPSB are included in KDE's biennial budget request. The EPSB has a budget to conduct board meetings. That budget makes up the EPSB's 2020-2022 Biennial Budget Request and will be distributed to EPSB members for review.

***Budget Impact:*** While there is no impact to EPSB's current budget, the final budget will be submitted to the Governor for inclusion in the 2020-2022 Executive Branch Budget Request. During the 2020 Legislative Session, the Kentucky General Assembly will enact a budget that will establish funding for the next biennium.

#### **Contact Person:**

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**Commissioner of Education**

**Date:**  
October 28, 2019

## **KENTUCKY DEPARTMENT OF EDUCATION**

### **STAFF NOTE**

#### **Action/Discussion Item:**

Request for SARA approval of Liberty University's initial graduate and advanced programs as submitted.

#### **Commissioner's Recommendation:**

The Commissioner recommends SARA approval of Liberty University's initial graduate and advanced programs as submitted.

#### **Rationale:**

Liberty University has met the EPSB's requirements under the State Authorization Reciprocity Agreement (SARA) for program approval. Those requirements include: state, regional and CAEP accreditation; demonstration that the programs of preparation are not based solely upon the completion of a written or verbal assessment; compliance with the program admission requirements established in 16 KAR 5:020. Initial programs must also demonstrate compliance with 16 KAR 5:040 as it relates to the admission, placement and supervision of teacher educator candidates in student teaching, subject to the field experience limitations set forth under SARA. Advanced teacher programs of preparation must reflect alignment with the Teacher Leader Model Standards established in 16 KAR 1:016.

#### **Action Question:**

Should the EPSB approve the initial graduate and advanced programs submitted by Liberty University?

#### **Applicable Statute or Regulation:**

KRS 161.028, KRS 161.030, 16 KAR 2:010, 16 KAR 2:040, 16 KAR 2:110, 16 KAR 4:020, 16 KAR 5:020, 16 KAR 5:040, 16 KAR 5:050, 16 KAR 8:010, 16 KAR 8:020

#### **History/Background:**

**Existing Policy:** Beginning December 1, 2016, Kentucky became a member of SARA. This agreement among member states, districts and territories establishes comparable national standards for interstate offering of postsecondary distance education courses and programs. It is intended to make it easier for students to take online courses offered by postsecondary institutions based in another state. SARA is overseen by a National Council and is administered by four regional education compacts (i.e, SREB). In order for the Board to approve educator preparation programs that are NC-SARA members, located out-of-state and offered exclusively online, the educator preparation program has to demonstrate compliance with the applicable Kentucky requirements.

**Summary:** Liberty University's School Counselor program was previously approved. Liberty University is now requesting approval for the following programs:

***Initial Graduate Programs (Master of Arts in Teaching):***

**Elementary P-5**

**Middle School 5-9: English, Math**

**Grades P-12: Art, English as a Second Language, Health, Instrumental Music, Learning and Behavior Disorders, Physical Education, Spanish, Theater, Vocal Music**

**Grades 5-12: Business and Marketing, Family and Consumer Sciences**

**Grades 8-12: Biology, Chemistry, English, Mathematics, Social Studies**

***Advanced Programs:***

**Certification Only: Elementary P-5; ESL P-12 Endorsement; Middle School 5-9**

**English; Middle School 5-9 Math; Spanish P-12**

**Certification and Rank Change: Gifted Education P-12 (M.Ed. for Rank II, Rank I, Cert Only); Interdisciplinary Early Childhood Education Birth-Primary (M.Ed. for Rank II, Rank I, Cert Only); Reading P-12 (M.Ed.)**

**Rank Change Only: Planned Program for Rank II (M.Ed.); Planned Program for Rank I (Ed.S.)**

Liberty University is currently accredited by SACS (reaffirmed in 2016) and NCATE (until December 2022). As evidenced by the application, Liberty University is recognized to grant degrees by the Virginia Board of Education. Successful program completion includes the following: successful completion of all coursework on the Degree Completion Plan, minimum 2.75 GPA requirement, passing scores on Kentucky certification assessments, Kentucky field experience requirements, disposition checks, and a portfolio which consists of multiple assignments, videos, photographs, licensure test reports, training certificates, unit plan, lesson plans, student work samples, and resume. Candidates seeking Kentucky certification will review The Professional Code of Ethics for Kentucky School Certified Personnel. Candidates are assessed on the following dispositions: social responsibility, commitment, reflection, integrity, and professionalism.

***Budget Impact:*** There is no budgetary impact.

**Groups Consulted and Brief Summary of Responses:**

Staff has reviewed Liberty University's application and determined that they have met the requirements for approval.

**Contact Person:**

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**Commissioner of Education**

**Date:**  
October 28, 2019

## **KENTUCKY DEPARTMENT OF EDUCATION**

### **STAFF NOTE**

#### **Action/Discussion Item:**

Request for SARA approval of Marshall University's School Psychology (Rank I) Program

#### **Commissioner's Recommendation:**

The Commissioner recommends SARA approval of Marshall University's School Psychology program.

#### **Rationale:**

Marshall University has met EPSB's requirements under the State Authorization Reciprocity Agreement (SARA) for program approval. Those requirements include: state, regional and CAEP accreditation; demonstration that the program of preparation is not based solely upon the completion of a written or verbal assessment; and, compliance with the program admission requirements established in 16 KAR 5:020. School psychology programs must also reflect compliance with 16 KAR 2:090.

#### **Action Question:**

Should the EPSB approve the School Psychology program submitted by Marshall University?

#### **Applicable Statute or Regulation:**

KRS 161.028, KRS 161.030, 16 KAR 2:010, 16 KAR 5:020, 16 KAR 5:040, 16 KAR 8:010, 16 KAR 2:090

#### **History/Background:**

*Existing Policy:* Beginning December 1, 2016, Kentucky became a member of SARA. This agreement among member states, districts and territories establishes comparable national standards for interstate offering of postsecondary distance education courses and programs. It is intended to make it easier for students to take online courses offered by postsecondary institutions based in another state. SARA is overseen by a National Council and is administered by four regional education compacts (i.e, SREB). In order for the Board to approve educator preparation programs that are NC-SARA members, located out-of-state and offered exclusively online, the educator preparation program has to demonstrate compliance with the applicable Kentucky requirements.

*Summary:* Marshall University's is requesting approval for their School Psychology program. Marshall University was granted NASP Approval – Full, National Recognition in February, 2018 and CAEP accredited in April 2019. As evidenced by the application, Marshall University is recognized to grant degrees by the West Virginia Board of Education. Successful program completion includes the following: successful completion of all coursework on the Degree Completion Plan, minimum 2.75 GPA requirement, passing scores on Kentucky certification assessments, Kentucky field experience requirements, disposition checks, and a portfolio which consists of multiple assignments, videos, photographs, licensure test reports, training certificates,

unit plan, lesson plans, student work samples, and resume. Candidates seeking Kentucky certification will review The Professional Code of Ethics for Kentucky School Certified Personnel. Candidates are assessed on the following dispositions: social responsibility, commitment, reflection, integrity, and professionalism. Candidates also complete a one year internship.

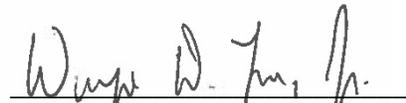
***Budget Impact:*** There is no budgetary impact.

**Groups Consulted and Brief Summary of Responses:**

Staff has reviewed Marshall University's application and determined that they have met the requirements for approval.

**Contact Person:**

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**Commissioner of Education**

**Date:**

October 28, 2019

# **KENTUCKY DEPARTMENT OF EDUCATION**

## **STAFF NOTE**

### **Action/Discussion Item:**

16 KAR 5:040. Request to Waive Cooperating Teacher Eligibility Requirements for Grant Stinger

### **Action Question:**

Should the Education Professional Standards Board (EPSB) approve the request from the University of Kentucky (UK) for Grant Stringer?

### **Applicable Statute or Regulation:**

KRS 161.028, 161.042, 16 KAR 5:040

### **History/Background:**

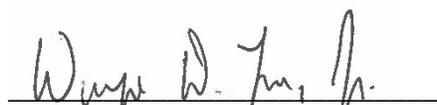
*Existing Policy:* 16 KAR 5:040, Section 1 (1)(b), requires a Cooperating Teacher to have at least three (3) years of teaching experience as a certified educator.

*Summary:* UK has requested that one of their student teachers be placed in Mr. Grant Stinger's classroom in the Spring 2020. At that time, Mr. Stinger will have two and a half of the required three years of teaching experience as a certified educator. According to the attached letters of support, he has proven to be an exceptional teacher and he demonstrates the qualifications that the University of Kentucky requires for its student teachers. Also, he has demonstrated a high degree of competency in his practice and the qualities needed for mentoring.

*Budget Impact:* There is no budgetary impact.

### **Contact Person:**

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Commissioner of Education

### **Date:**

October 28, 2019

**KENTUCKY DEPARTMENT OF EDUCATION**

**STAFF NOTE**

**Action/Discussion Item:**

16 KAR 2:120. Request to Waive Emergency Certificate Requirements for Debra Manganaro

**Action Question:**

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

**Applicable Statute or Regulation:**

KRS 161.028, 161.100, 16 KAR 2:120

**History/Background:**

*Existing Policy:* 16 KAR 2:120 only allows issuance of a subsequent emergency certification if the first emergency certificate was issued after February 15th of a school year or if it was issued for less than fifty (50) percent of the person's class schedule.

*Summary:* Boone County Schools had an unexpected vacancy two days before the start of school and has had a difficult time filling their Special Education vacancies. Ms. Manganaro is fully certified in middle school Science, but had worked for the district on a one-year emergency certificate during the previous year in the area of high school Biology. She was non-renewed due to only having the one-year certificate in that area. Due to the lack of certified applicants, and Ms. Manganaro's willingness to come back and fill a need in a Special Education classroom, the district is requesting a second emergency certification for this teacher.

*Budget Impact:* There is no budgetary impact.

**Contact Person:**

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**Commissioner of Education**

**Date:**

October 28, 2019

**KENTUCKY DEPARTMENT OF EDUCATION**

**STAFF NOTE**

**Action/Discussion Item:**

16 KAR 2:120. Request to waive emergency certificate requirements for Brittany Olvera-Vancini

**Action Question:**

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

**Applicable Statute or Regulation:**

KRS 161.028, 161.100, 16 KAR 2:120

**History/Background:**

*Existing Policy:* 16 KAR 2:120 only allows issuance of a subsequent emergency certification if the first emergency certificate was issued after February 15th of a school year or if it was issued for less than fifty (50) percent of the person's class schedule.

*Summary:* Covington Independent Schools has been unable to find a certified teacher for a Special Education position despite interviewing five candidates. Ms. Olvera-Vancini is currently attending Thomas More University and pursuing enrollment in the Option 6 program for Theatre. She held a previous emergency certificate for Arts/Humanities for the 2016-2017 school year. The district is requesting a second emergency certification for this teacher.

*Budget Impact:* There is no budgetary impact.

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Commissioner of Education

**Date:**

October 28, 2019

**KENTUCKY DEPARTMENT OF EDUCATION**

**STAFF NOTE**

**Action/Discussion Item:**

16 KAR 2:120. Request to Waive Emergency Certificate Requirements for Mary Pfeiffer

**Action Question:**

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

**Applicable Statute or Regulation:**

KRS 161.028, 161.100, 16 KAR 2:120

**History/Background:**

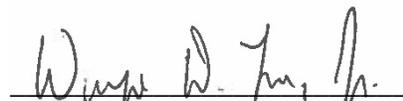
*Existing Policy:* 16 KAR 2:120 only allows issuance of a subsequent emergency certification if the first emergency certificate was issued after February 15th of a school year or if it was issued for less than fifty (50) percent of the person's class schedule.

*Summary:* Jefferson County Schools has been unable to find a certified teacher for a Special Education position despite posting the position more than once. Ms. Pfeiffer is a certified elementary teacher and is planning to start the process to add the Learning and Behavior Disorders certification through an alternative pathway such as the Proficiency Evaluation pathway. She held a previous emergency certificate for teaching Kindergarten during the 1997-1998 school year. The district is requesting a second emergency certification for this teacher.

*Budget Impact:* There is no budgetary impact.

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**Commissioner of Education**

**Date:**

October 28, 2019

**KENTUCKY DEPARTMENT OF EDUCATION**

**STAFF NOTE**

**Action/Discussion Item:**

16 KAR 2:120. Request to Waive Emergency Certificate Requirements for April Martin

**Action Question:**

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

**Applicable Statute or Regulation:**

KRS 161.028, 161.100, 16 KAR 2:120

**History/Background:**

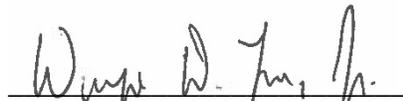
*Existing Policy:* 16 KAR 2:120 only allows issuance of a subsequent emergency certification if the first emergency certificate was issued after February 15th of a school year or if it was issued for less than fifty (50) percent of the person's class schedule.

*Summary:* Barren County Schools has been unable to find a certified teacher for an IECE position despite the position being posted since the beginning of September. The district has had an increase in preschool enrollment and a lack of qualified candidates for the position. April Martin is a certified elementary teacher and previously held emergency certification for Visually Impaired during the 2018-2019 school year. The district is requesting a second emergency certification for this teacher.

*Budget Impact:* There is no budgetary impact.

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**Commissioner of Education**

**Date:**

October 28, 2019

**KENTUCKY DEPARTMENT OF EDUCATION**

**STAFF NOTE**

**Action/Discussion Item:**

16 KAR 2:120. Request to Waive Required GPA for Issuance of an Emergency Certificate for Covington Independent Schools

**Action Question:**

Should the Education Professional Standards Board approve Covington Independent's request to waive the grade point average requirement for issuance of an emergency certificate?

**Applicable Statute or Regulation:**

KRS 161.028, 161.100, 16 KAR 2:120

**History/Background:**

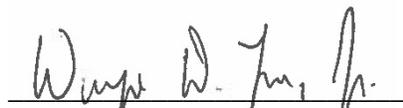
***Existing Policy:*** 16 KAR 2:120 establishes the requirements for issuance of an emergency certificate. These requirements include a minimum of a bachelor's degree from a regionally accredited college or university with a cumulative grade point average of 2.5 on a 4.0 scale or a 3.0 on a 4.0 scale on the last sixty hours of credit completed.

***Summary:*** Covington Independent Schools has been unsuccessful in finding a qualified teacher for a 6<sup>th</sup> grade Science position. The district is seeking certification for an employee who has worked as a substitute within the district on a number of occasions and has done a very good job. The employee is working with a university to meet the requirements for admission to the Option 6 program for certification, but does not currently meet the GPA requirements for admission. He also does not meet the GPA requirement for issuance of an emergency certificate. The district is requesting that the Board waive the required GPA and issue an emergency certificate for this employee while he works to meet the admission requirements for an Option 6 program.

***Budget Impact:*** There is no budgetary impact.

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**Commissioner of Education**

**Date:**

October 28, 2019

**KENTUCKY DEPARTMENT OF EDUCATION**

**STAFF NOTE**

**Action/Discussion Item:**

16 KAR 2:120. Request to Waive Required GPA for Issuance of an Emergency Certificate for Bullitt County Schools

**Action Question:**

Should the Education Professional Standards Board approve Bullitt County's request to waive the grade point average requirement for issuance of an emergency certificate?

**Applicable Statute or Regulation:**

KRS 161.028, 161.100, 16 KAR 2:120

**History/Background:**

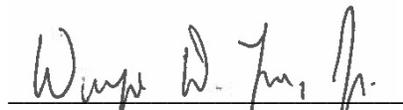
*Existing Policy:* 16 KAR 2:120 establishes the requirements for issuance of an emergency certificate. These requirements include a minimum of a bachelor's degree from a regionally accredited college or university with a cumulative grade point average of 2.5 on a 4.0 scale or a 3.0 on a 4.0 scale on the last sixty hours of credit completed.

*Summary:* Bullitt County Schools has had an unfilled vacancy in the critical shortage area of Math and Science at the middle school level. The math position has been vacant since the beginning of the 2018-2019 school year. An employee has been serving in this position as a long term substitute since last year and the district feels he is doing an excellent job. The employee is working with a university to meet the requirements for admission to the Option 6 program for certification, but does not currently meet the GPA requirements for admission. He also does not meet the GPA requirement for issuance of an emergency certificate. The district is requesting that the Board waive the required GPA and issue an emergency certificate for this employee while he works to meet the admission requirements for an Option 6 program.

*Budget Impact:* There is no budgetary impact.

**Contact Person:**

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**Commissioner of Education**

**Date:**

October 28, 2019

**KENTUCKY DEPARTMENT OF EDUCATION**

**STAFF NOTE**

**Action Item:**

16 KAR 2:010. Request to Waive Grade Level Restrictions for Candy Partin

**Action Question:**

Should the Education Professional Standards Board approve the district's request that the grade level restriction requirements of 16 KAR 2:010 be waived for the 2019-2020 school year to allow Ms. Partin to teach down to 4<sup>th</sup> grade in her content area?

**Applicable Statute or Regulation:**

KRS 161.020, KRS 161.028, 16 KAR 2:010

**Background:**

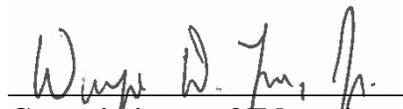
***Existing Policy:*** 16 KAR 2:010 Section 4(2)(c) allows for middle school certified teachers to teach their content in grades 5-9.

***Summary:*** Bell County Schools has continued to request this waiver as several of their K-8 elementary teachers have reached retirement. Decreased enrollment in the district's K-8 schools prevents the district from hiring additional elementary certified teachers to cover the lower grades. The middle schools in the district are on a seven period day and without this waiver, they are only able to utilize these middle school teachers for four periods of the instructional day. By allowing Ms. Partin to teach her content in a 4<sup>th</sup> grade class, she can teach an additional period of content instruction. Ms. Partin has been hired to replace a teacher who taught under a similar but has since retired. Therefore, the district requests a waiver of the grade restrictions to allow Ms. Partin to teach 4<sup>th</sup> grade in her content area during the 2019-2020 school year.

***Budget Impact:*** There is no budgetary impact.

**Contact Person:**

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**Commissioner of Education**

**Date:**

October 28, 2019

**KENTUCKY DEPARTMENT OF EDUCATION**

**STAFF NOTE**

**Action Item:**

16 KAR 2:010. Request to Waive Grade Level Restrictions for Tina Tipton

**Action Question:**

Should the Education Professional Standards Board approve the district's request that the grade level restriction requirements of 16 KAR 2:010 be waived for the 2019-2020 school year to allow Ms. Tipton to teach down to 3<sup>rd</sup> grade in her content area?

**Applicable Statute or Regulation:**

KRS 161.020, 161.028, 16 KAR 2:010

**Background:**

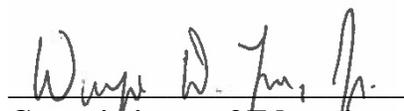
***Existing Policy:*** 16 KAR 2:010 Section 4(2)(e) allows for teachers certified in Business and Marketing to teach their content in grades 5-12.

***Summary:*** Bell County Schools has continued to request this waiver as several of their K-8 elementary teachers have reached retirement. Decreased enrollment in the district's K-8 schools prevents the district from hiring additional elementary certified teachers to cover the lower grades. The middle schools in the district are on a seven period day and without this waiver, they are only able to utilize these middle school teachers for four periods of the instructional day. Tina Tipton is certified in Business, grades 5-12. By allowing Ms. Tipton to teach her content in 3<sup>rd</sup> and 4<sup>th</sup> grade classes, she can teach additional periods of content instruction. Therefore, the district requests a waiver of the grade restrictions to allow Ms. Tipton to teach Computer Skills courses to 3<sup>rd</sup> and 4<sup>th</sup> grade for the 2019-2020 school year.

***Budget Impact:*** There is no budgetary impact.

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**Commissioner of Education**

**Date:**

October 28, 2019

**KENTUCKY DEPARTMENT OF EDUCATION**

**STAFF NOTE**

**Action/Discussion Item:**

16 KAR 4:030. Request to Waive Equivalent Certification Requirement for Out-of-State Prepared Educator Natalie Schmitt

**Action Question:**

Should the Education Professional Standards Board (EPSB) approve the request to waive the requirement for the applicant to possess an equivalent certification for reading in Indiana?

**Applicable Statute or Regulation:**

KRS 161.028, 16 KAR 4:030

**History/Background:**

*Existing Policy:* 16 KAR 4:030 requires out-of-state prepared educators to possess an equivalent certification from the state where the applicant completed his or her preparation program.

*Summary:* Natalie Schmitt is a Kentucky certified teacher who is employed in the Jefferson County Schools. She completed a reading specialist program at Indiana University Southeast, but did not obtain the Indiana equivalent certificate in reading. Ms. Schmitt contacted the EPSB office and was informed that she would have to pass the Kentucky testing requirements, but was unaware that she would also need to meet the Indiana testing requirements for certification. She has taken and passed Kentucky's Praxis requirement for the Reading Endorsement certification. Ms. Schmitt is requesting a waiver of the requirement that she obtain the equivalent certificate from Indiana.

*Budget Impact:* There is no budgetary impact.

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**Commissioner of Education**

**Date:**

October 28, 2019

**KENTUCKY DEPARTMENT OF EDUCATION**

**STAFF NOTE**

**Action/Discussion Item:**

16 KAR 4:030. Request to Waive Equivalent Certification Requirement for Out-of-State Prepared Educator Brendan Houston

**Action Question:**

Should the Education Professional Standards Board (EPSB) approve the request to waive the requirement for the applicant to possess an equivalent certification for art in Ohio?

**Applicable Statute or Regulation:**

KRS 161.028, 16 KAR 4:030

**History/Background:**

*Existing Policy:* 16 KAR 4:030 requires out-of-state prepared educators to possess an equivalent certification from the state where the applicant completed his or her preparation program.

*Summary:* Mr. Brendan Houston is a resident of northern Kentucky. He completed a teacher preparation program at the University of Cincinnati with the intent of returning to Kentucky to teach. Therefore, he did not complete the assessments required by Ohio to obtain the Ohio equivalent certificate in art. Mr. Houston has submitted his Kentucky application for certification, provided a letter from his university that all program requirements for the Art Education Licensure Program were completed, and provided the required passing test scores for the Praxis II in order to receive K-12 Art certification in Kentucky. Mr. Houston has been offered employment with Covington Independent Schools, and is requesting a waiver of the requirement that he obtain the equivalent certificate from Ohio.

*Budget Impact:* There is no budgetary impact.

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**Commissioner of Education**

**Date:**

October 28, 2019

## **KENTUCKY DEPARTMENT OF EDUCATION**

### **STAFF NOTE**

#### **Action/Discussion Item:**

16 KAR 3:090. Request to Allow Instructional Experience as a School Social Worker to Meet the Requirement of Three Years Teaching Experience for Issuance of Principal Certification for Jacquelyn Scruggs

#### **Action Question:**

Should the Education Professional Standards Board approve the request that instructional experience obtained as a school social worker meet the requirement of 16 KAR 3:090, Section 9, to be issued the Kentucky Principal Statement of Eligibility?

#### **Applicable Statute or Regulation:**

KRS 161.027, KRS 161.028, 16 KAR 3:090

#### **History/Background:**

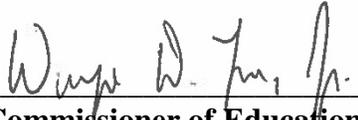
**Existing Policy:** 16 KAR 3:090 establishes the preparation and certification requirements for all advanced educational leaders. Section 9(4) of the regulation outlines the prerequisites for issuance of a Statement of Eligibility for Advanced Educational Leader-School Principal. These prerequisites include successful completion of an approved program of preparation; three years of full-time teaching experience; and, successful completion of the appropriate assessments.

**Summary:** Jacquelyn Scruggs is a certified and licensed school social worker in Ohio and Kentucky. Over the course of eight years in her role as a school social worker at Mount Healthy Elementary School in Ohio, she was responsible for developing and teaching a social, emotional curriculum, provided full-lesson behavior intervention in all third grade classrooms, and supervised other teachers who helped facilitate the program. She also shared her lessons with other teachers and instructed them on how to lead the lessons. Ms. Scruggs has provided recommendation letters from colleagues in Ohio and Kentucky who have worked with her and speak to her abilities as an instructional leader in the classroom. She has completed a principal certification program at Xavier University, holds the Ohio administrative certificate, has passed the Kentucky required principal assessments, and is seeking the Kentucky Principal Statement of Eligibility. Ms. Scruggs is requesting that her instructional experience as a school social worker fulfill the requirement of three years teaching experience for issuance of a Principal Statement of Eligibility.

**Budget Impact:** There is no budgetary impact.

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**Commissioner of Education**

**Date:**  
October 28, 2019

## **KENTUCKY DEPARTMENT OF EDUCATION**

### **STAFF NOTE**

#### **Action Item/Discussion Item:**

Option 1 Alternative Route to Certification Application, Leigh Russell

#### **Action Question:**

Should the Education Professional Standards Board (EPSB) approve the alternative route to certification application?

#### **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:* Fayette County Schools has submitted the CA-265 application and portfolio for Leigh Russell. The district is requesting that the EPSB approve her application for certification in the area of **English as a Second Language, All Grades**. The application and portfolio will be included under separate cover.

*Budget Impact:* There is no budgetary impact.

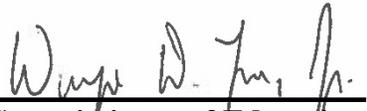
#### **Groups Consulted and Brief Summary of Responses:**

Todd Davis, Division Director  
Crystal Hord, Branch Manager  
Melinda Penny, Consultant

The applicant meets the minimum GPA requirement, and has a major in the academic area. Fayette County has offered the applicant a job as an English as a Second Language teacher. The EPSB will need to determine if the applicant's work experience constitutes exceptional work experience.

#### **Contact Person:**

Crystal Hord, Branch Manager  
Division of Educator Preparation and Certification  
Office of Educator Licensure and Effectiveness  
502-564-4606  
Email: [crystal.hord@education.ky.gov](mailto:crystal.hord@education.ky.gov)

  
**Commissioner of Education**

**Date:**

October 28, 2019

## **KENTUCKY DEPARTMENT OF EDUCATION**

### **STAFF NOTE**

#### **Action Item/Discussion Item:**

Option 1 Alternative Route to Certification Application, Kerri Stec

#### **Action Question:**

Should the Education Professional Standards Board (EPSB) approve the alternative route to certification application?

#### **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 Kerri Stec. The district is requesting that the EPSB approve her application for certification in the area of **Japanese, All Grades**. The application and portfolio will be included under separate cover.

*Budget Impact:* There is no budgetary impact

#### **Groups Consulted and Brief Summary of Responses:**

Todd Davis, Division Director  
Crystal Hord, Branch Manager  
Melinda Penny, Consultant

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

#### **Contact Person:**

Crystal Hord, Branch Manager  
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Office of Educator Licensure and Effectiveness  
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Email: [crystal.hord@education.ky.gov](mailto:crystal.hord@education.ky.gov)

  
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