

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 VIDEO TELECONFERENCE MEETING

Pursuant to Executive Order 2020-243, OAG 20-05, and a memorandum issued by the Finance and Administration Cabinet dated March 16, 2020, and in an effort to prevent the spread of Novel Coronavirus (COVID-19), the Kentucky Department of Education is conducting all open meetings by video teleconference. Furthermore, members of the public will not be permitted to attend the meeting in person, but are encouraged to view the meeting at the [Kentucky Department of Education's Media Portal](#).

Monday, April 26, 2021

EPSB Waiver Committee

8:30 AM ET

EPSB Special Meeting Agenda

9:00 AM ET

Call to Order

Swearing-In of New Members

Roll Call

Approval of Consent Items

- A. Approval of February 8, 2021, EPSB Meeting Minutes
- B. 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 EPSB Members
- B. Appointment to the Waiver Committee
- C. Appointments to the Code of Ethics Review Committee

D. Nomination and Election of Vice Chair

Information Item

- A. 16 KAR 2:180. One (1) Year Conditional Certificate, Amendment (Ms. Trueblood)
- B. 16 KAR 3:070. Endorsement for Individual Intellectual Assessment, Amendment (Ms. Trueblood)
- C. 16 KAR 4:050. Dating of Certification, Amendment (Ms. Trueblood)

Action Items

- A. 16 KAR 3:060. School Counselor Provisional and Standard Certificates, All Grades, Amendment (Ms. Allison Bell)
- B. 16 KAR 5:020. Standards for Admission to Educator Preparation, Amendment (Ms. Bell)
- C. 16 KAR 9:020. Provisional Certificate for College Faculty, Expiration (Ms. Trueblood)
- D. 16 KAR 9:090. University-Based Alternative Certification Program for Teachers of World Languages, Amendment (Ms. Trueblood)
- E. Option 7 Institute Proposal, Central Kentucky Educational Cooperative (Mr. Rob Akers)
- F. Option 7 Institute Proposal, Nelson County Schools (Mr. Akers)

Waivers

- A. 16 KAR 5:040. Request to Waive Required Number of Student Teaching Days Due to District Closures (Ms. Cathy Jackson)
- B. 16 KAR 5:040. Alternative Student Teaching Placement Request for Alyssa Francis (Ms. Jackson)
- C. 16 KAR 3:090. Request to Waive Requirements for Admission to the Director of Special Education Program for Stacy Liguori (Ms. Bell)
- D. 16 KAR 8:020. Request to Allow Master of Higher Education Administration for Rank II for Julia Parsons (Ms. Crystal Hord)
- E. 16 KAR 6:010. Request to Waive Five Year Test Recency Requirement for Frederick Whittaker (Ms. Hord)
- F. 16 KAR 6:010. Request to Waive Five Year Test Recency Requirement for April Wilhoite (Ms. Hord)
- G. 16 KAR 6:010. Request to Waive Five Year Test Recency Requirement for Mary Shoemaker (Ms. Hord)

Alternative Route to Certification Applications

- A. Stacy Von Roenn, American Sign Language, All Grades (Ms. Hord)
- B. Cristina Crocker Escribano, Middle School English, Grades 5-9 (Ms. Hord)

Board Comments

Closed Session Review

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

Case Decisions

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

Adjournment

Next Regular Meeting:

June 21, 2021
300 Sower Blvd
Frankfort, KY 40601

The actions delineated below were taken in open session of the EPSB at the February 8, 2021, webcast 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, 5th Floor, Frankfort, KY 40601.

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

Call to Order

Chair Lisa Rudzinski called the meeting to order at 9:10 a.m. ET. In an effort to prevent the spread of the novel Corona Virus (COVID-19) this meeting was conducted by video teleconference. Amanda Ellis read the mission statement to the EPSB and audience.

Swearing-In

On December 11, 2020, Executive Order 2020-1033 was filed to set the terms of service for the EPSB members and replace Executive Order 2020-702. The new Executive Order retained the membership of the EPSB but required all members to be sworn in. Donna Hedgepath, Carmen Souder and Deputy Secretary Mary Pat Regan were sworn-in by Leah Sharpe.

Roll Call

The following Board members were present during the February 8, 2021, EPSB meeting: Elijah Edwards, Cathy Gunn, Donna Hedgepath, Traci Hunt, Jacqueline Mayfield, Sherry Powers, Lisa Rudzinski, Steven Scrivner, Amber Snell, Carmen Souder, Josh Trosper and Julian Vasquez-Heilig.

CPE: Amanda Ellis

Cabinet: Mary Pat Regan

Approval of Consent Items

2021-90

Approval of December 14, 2020, EPSB Meeting Minutes

Emergency Non-Certified Personnel Program

Motion made by Dr. Sherry Powers, seconded by Deputy Secretary Mary Pat Regan, to approve the consent agenda items.

Vote: *Unanimous*

Report of the Executive Secretary

Commissioner Jason Glass shared the Kentucky Department of Education (KDE) is managing the next phase with COVID. KDE we will be releasing new guidance documents to districts on a large-scale restoration of in-person learning. He shared that as the case numbers keep falling, KDE will

start planning for next steps after the Pandemic. KDE wants to restore experiences that students missed out on during the Pandemic. He shared that staff will evaluate and discuss possible summer school, extended days, extended year, or early return to the school year and the areas that students need to focus on. KDE wants to figure out how to get kids to fall in love with learning again and create meaningful experiences for learning.

KDE is looking at supporting districts in how to use ESSER funds and how to distribute those funds. The Governor's office also has a small pot of funds available for education. The Commissioner shared that KDE is planning some exciting things for our students to have some meaningful learning experiences. KDE wants to bring district school leaders back together to have a dialogue and create ideas and share their thinking on creative ways of learning across districts.

The Commissioner also provided an updated on the legislative session.

Report from the Council on Postsecondary Education

Amanda Ellis shared about the collaborative effort between the Council on Postsecondary Education (CPE), KDE and the Education and Workforce Development Cabinet in the Commonwealth Education Continuum. Lisa Rudzinski is serving on the behalf of the EPSB. The first meeting was on January 27, 2021 and CPE was thrilled with the high attendance and the involvement of the co-chairs to set the stage and purpose. The group had some great conversations that focused on early post-secondary opportunities for students to earn college credit, complete career pathways, to be exposed to rigorous coursework and earn certifications. There were also conversations around affordability and knowledge and access of students and families to available funds.

Another topic that surfaced was the current teacher workforce and the interest in the current traditional and alternative teacher certification pathways with discussion on diversifying the teacher workforce. Dr. Ellis stated that Associate Commissioner Akers and his team have really put a lot of effort into these topics and it was very important to the continuum. The group will convene again in March and will look at the feedback provided by the continuum to guide the next steps. The continuum agreed to prioritize the voices of those who have been marginalized in the past in our education system.

CPE also had the opportunity to hear the annual accountability reports from campus presidents and representatives. This is called the Annual Campus Debriefing. Dr. Ellis reported that Kentucky has made progress toward our goals despite disruptions from COVID-19. In year 2019-20 statewide graduation and retention rates were up at KCTCS and public universities. The Kentucky educational attainment rate rose to 49.1% and only 2.2% points behind the national average mainly due to increases of short-term credentials.

CPE is in full swing of updating their strategic plan. Stakeholders will be engaged in this and CPE will have academic and strategic initiatives committee to help drive this initiative forward.

Report from the Cabinet

Mary Pat Regan shared that as Dr. Glass mentioned the Cabinet will continue to work through the ESSER and GEER funds and how they will be distributed. The focus is to continue to get kids into preschool and to be kindergarten ready. The Cabinet also wants to focus on mental health services as kids come back to school and what will be needed and how we can bring more counseling services into the schools.

The Cabinet is working very closely with KDE on looking at outdoor schools this summer to help kids get back into a learning mode and back into a more creative environment. The Cabinet is working with the State Parks, Tourism and KDE on this initiative.

Deputy Secretary Regan also reported that the Cabinet continues to work with David Horseman and Mary Taylor on apprenticeships in the high schools and seeing where to expand and be more creative.

The Cabinet also continues to address the broadband issue. KDE has done an amazing job getting the lower income services from 15% down to 2% of folks that don't have service today. We will continue to work on that as we go forward.

Report of the Associate Commissioner

Rob Akers shared that since the last meeting in December, OELE staff have continued the work of the EPSB. For the regulatory work, 16 KAR 5:010 is the large regulation that was presented to the EPSB in December. Staff was planning on having a second reading today. However, the Council for the Accreditation of Educator Preparation (CAEP) which is the only ESPB approved national accreditor, are currently updating the standards. While the EPSB has approved the initial certification standards, the advanced programs have not been approved by CAEP's Board and we will need to wait until the standards are updated and approved.

The next regulation 16 KAR 5:020, sets the admission requirements for an educator preparation program. After further discussion and feedback from the Kentucky Association of Colleges for Teacher Education (KACTE), it was decided that KACTE would do some research and decide if they wanted to amend their recommendations. The KACTE proposal that was shared with the EPSB was from February 2020. There has been a lot to happen since that time and staff suggested that KACTE review the recommendations to ensure that they are still appropriate. As we bring regulatory revisions to the EPSB for considerations and feedback, staff wants to make sure that the EPSB has the most up to date information to inform decisions.

The Title II report that was shared with the EPSB tracks enrollments and completers of the educator preparation programs. In the 2018-19 school year, the numbers were down in the areas of enrollment and completions. Partners have shared that the numbers are currently up in enrollment and the numbers were up last year as well.

At the December meeting, the EPSB voted to allow student teachers to serve as substitute teachers while continuing to earn clinical hours toward their certification. Mr. Akers thanked the EPSB and the educator preparation programs for making this happen quickly.

Mr. Akers also shared a quick update on Request for Proposals (RFP). He noted that staff is making strong progress with the RFP to develop a platform to make updates, host and manage the computer applications. We are nearing the end of the negotiation period and developed a very aggressive timeline for implementation. It may take up to a year to convert all the programs but, some programs will be transitioned this summer. This will be a more automated function for certificate renewals and that process alone will allow our staff to focus more on new certification applications and will increase turn around speed and customer satisfaction.

Report of the Chair

Recognition of Former EPSB Member

Chair Rudzinski thanked Melissa Conley-Salyers for her service to the EPSB and wished her well in her new position.

Appointment to the Waiver Committee

Cathy Gunn was previously appointed to the committee as an alternate but was appointed as a full member to fill the position left vacant by Ms. Conley-Salyers. Eli Edwards was appointed to serve as the alternate for the waiver committee.

Information/Discussion Items

16 KAR 6:010. Assessment Prerequisites for Teacher Certification, Amendment

Ms. Sharon Salsman presented amendments to 16 KAR 6:010 to the EPSB for a first reading. Dr. Monica Beane from Education Testing Service (ETS) also presented on new and revised certification test offered by ETS.

16 KAR 3:060. School Counselor Provisional and Standard Certificates, All Grades, Amendment

Ms. Allison Bell presented amendments to 16 KAR 3:060 to the EPSB for a first reading.

16 KAR 9:090. University-Based Alternative Certification Program for Teachers of World Languages, Amendment

Ms. Cassie Trueblood presented amendments to 16 KAR 9:090 to the EPSB for a first reading.

Action Items

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

2021-91

Motion made by Dr. Donna Hedgepath, seconded by Ms. Traci Hunt, to approve the accreditation and approve the initial and advanced educator programs at the University of the Cumberlands. (Elijah Edwards recused)

Vote: *Unanimous*

Waivers

16 KAR 5:040. Alternative Student Teaching Placement Request for Caleb Paul
2021-92

Motion made by Ms. Jacqueline Mayfield, seconded by Dr. Amanda Ellis, to approve.

Vote: *Unanimous*

16 KAR 5:040. Alternative Student Teaching Placement Request for Katelyn Gatian
2021-93

Motion made by Mr. Elijah Edwards, seconded by Mr. Steven Scrivner, to approve.

Vote: *Unanimous*

16 KAR 5:040. Alternative Student Teaching Placement Request for Natalie Gatian
2021-94

Motion made by Ms. Jacqueline Mayfield, seconded by Deputy Secretary Mary Pat Regan, to approve.

Vote: *Unanimous*

16 KAR 2:120. Request to Waive Emergency Certificate Requirements for Carrie Price
2021-95

Motion made by Dr. Amanda Ellis, seconded by Mr. Josh Trosper to approve.

Vote: *Unanimous*

16 KAR 8:020. Request to Allow Masters of Public Administration to Qualify for Rank II for Courtney Harris
2021-96

Motion made by Ms. Cathy Gunn, seconded by Ms. Carmen Souder to approve. (Traci Hunt recused)

Vote: *Unanimous*

Alternative Route to Certification Applications

Kelley Brady, Dance, All Grades
2021-97

Motion made by Ms. Cathy Gunn, seconded by Ms. Jacqueline Mayfield, to approve.

Vote: *Unanimous*

Motion made by Mr. Steven Scrivner and seconded by Dr. Sherry 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). The Board also reviewed pending litigation.

Vote: *Unanimous*

Motion made by Mr. Josh Trosper seconded by Dr. Shery Powers, to return to open session.

Vote: *Unanimous*

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

Cathy Gunn, Donna Hedgepath, Traci Hunt, Jacqueline Mayfield, Sherry Powers, Lisa Rudzinski, Amber Snell, Carmen Souder, Josh Trosper, and Julian Vasquez-Heilig.

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

Initial Case Review

Case Number

Decision

20101449	Admonish
20101435	Admonish
20121593	Attorney Review
20101457	Admonish
20101463	Admonish
20101437	Attorney Review
20101433	Attorney Review
20101455	Attorney Review
20101489	Admonish & Train
20101497	Attorney Review
20101441	Attorney Review
20101493	Attorney Review
20101439	Attorney Review
20101453	Attorney Review
20121599	Attorney Review
20101459	Attorney Review
20101467	Attorney Review
20121583	Attorney Review
20101469	Attorney Review
20101451	Attorney Review
20101487	Defer for Training
20121589	Admonish
20121577	Defer for Training
20121581	Admonish & Train
20101481	Admonish
20101443	Admonish & Train
20061071	Admonish
20101475	Defer for Training
20101501	Admonish & Train
20101495	Admonish & Train
20101423	Dismiss
20101395	Dismiss
20101393	Defer for Training
20101387	Dismiss
20101391	Dismiss
20101399	Dismiss
20101407	Dismiss

(Ms. Hunt recused)

20101411	Dismiss
20101403	Dismiss
20101413	Defer for Training
20121621	Defer for Training
20101409	Dismiss
20101421	Dismiss
20121651	Dismiss
20121653	Dismiss
20101425	Dismiss
20101415	Dismiss
20101397	Dismiss
20101427	Attorney Review
20101483	Attorney Review
20101485	Attorney Review
20101477	Admonish & Train
20121565	Defer for Training
20101429	Admonish & Train
20121563	Dismiss
20101445	Defer for Training
20061073	Refer to Hearing
1909863	No Further Action
180199	Refer to Hearing
19015	Refer to Hearing
18081095	Refer to Hearing
1908789	Refer to Hearing
1910999	Refer to Hearing
19121339	Defer
19121301	Defer
19121299	Dismiss
19121317	Defer
200111	Defer
200169	Dismiss
200119	Dismiss
200159	Dismiss
200113	Defer
200143	Defer
200141	Defer
19111113	Defer
2002433	Defer
2002429	Defer
2004873	Defer
2002483	Defer
2002469	Defer
2003787	Dismiss
200155	Defer
200147	Defer

2003749	Defer
2002467	Defer
2002471	Attorney Review
2001279	Defer
2002479	Defer
2001155	No Further Action
2003731	Defer
2002331	Defer
2002365	Defer
2003715	Defer
2002343	Defer
2001281	No Further Action
19101001	Defer
1906675	Defer
1909865	Defer
19101009	Attorney Review
19111131	Defer
19111229	Defer
19111123	Defer
19101013	No Further Action
1909861	No Further Action
19101023	No Further Action
1909903	Defer
1804625	Dismiss
2004881	Dismiss
1908807	Dismiss
2001157	Dismiss
2003721	Dismiss
2003703	Dismiss
2003711	Dismiss
2001259	Dismiss
2002381	Dismiss
19111115	Dismiss
2002473	Dismiss
20061151	Dismiss
20061145	Dismiss
20061121	Dismiss
20071335	Dismiss
2003785	Dismiss
20071319	Dismiss

Character/Fitness Review

<u>Case Number</u>	<u>Decision</u>
201768	Deny
201797	Approve
215	Approve

2137	Approve
2155	Approve
2159	Approve
2154	Approve
2163	Approve
2168	Approve
2169	Approve
201791	Approve
201765	Approve
2110	Approve
2113	Approve
2150	Approve
2161	Approve
2165	Approve
2181	Approve
2198	Approve
21111	Approve

Agreed Orders

Case Number

Decision

2004917 Vera Gothard

Accept Agreed Order stating Gothard is currently retired and has no plans to return to the classroom. Gothard shall not seek or accept any position of employment in Kentucky that requires certification. Should Gothard violate this agreement, Certificate Number 000028937 shall be automatically suspended pending Board review and disposition.

Vote: *Unanimous (Dr. Powers recused)*

20061085 Tewayne Willis

Accept Agreed Order suspending Certificate number 201225378 for a period of six (6) months. Willis agrees to neither apply for, nor be issued, a teaching and/or administrative certificate in the Commonwealth of Kentucky during the suspension period.

Prior to reinstatement, Willis shall provide written proof to the Board that he has completed a professional development course on professionalism, as approved by the Board. Willis shall pay any expense incurred. If Willis fails to satisfy this condition, Willis' certificate shall not be reinstated.

Prior to reinstatement, Willis shall provide written proof to the Board that he has completed a professional development course on appropriate student-teacher boundaries, as approved by the Board. Willis shall pay any expense

incurred. If Willis fails to satisfy this condition, Willis' certificate shall not be reinstated.

Prior to reinstatement, Willis shall provide written proof to the Board that he has completed a professional development course on educator ethics, as approved by the Board. Willis shall pay any expense incurred. If Willis fails to satisfy this condition, Willis' certificate shall not be reinstated.

Once reinstated, Certificate Number 201228105 shall be on a five (5) year probation and subject to the following conditions:

1. Willis shall not receive any disciplinary action related to an inappropriate conversation with a student from any school district in which he is employed. If Willis fails to satisfy this condition, his certificate shall be automatically 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 upholds the disciplinary action, the disciplinary action, if a termination, suspension or public reprimand shall be considered a violation of this condition.

Willis 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*

20101447 Harmon Hodge

Accept Agreed Order stating Hodge is currently retired with no immediate plans to return to the education profession in Kentucky. However, prior to returning to a position that requires the use of Professional Certificate For Instructional Leadership - Principal, All Grades, Level 2 or Professional Certificate For Instructional Leadership--Supervisor Of Instruction, Grades K-12; Level II, Hodge shall first submit written proof to the Board that he has completed school law training on the topic of the hiring process in Kentucky. If Hodge fails to satisfy this condition prior to returning to an

administrative position, Certificate Number 72166 shall be administratively suspended until such condition is satisfied. Hodge 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 (Dr. Powers recused)*

1803165 Arnona Robinson

Accept Agreed Order stating Certificate Number 201172932 is expired. Robinson shall neither apply for nor be issued any teaching, administrative or emergency certificate in the Commonwealth of Kentucky at any time in the future. Any future application submitted by Robinson, or on her behalf, shall be denied.

Vote: *Unanimous*

2002345 Emily Sipp

Accept Agreed Order stating Sipp has moved out of state and has no intention of returning to a certified educator position in the state of Kentucky in the future. However, should Sipp decide to return, prior to accepting any certified educator position in Kentucky, Sipp shall first comply with the following conditions:

1. Sipp shall provide written proof to the Board, from a licensed/certified physician, as approved by the Board, that she has complied with a comprehensive health evaluation and is physically fit to return to the classroom, presents as capable of performing her duties as an educator, and is compliant with all treatment recommendations. Sipp shall pay any expense incurred. If Sipp fails to satisfy this condition prior to accepting a certified position in Kentucky, Certificate Number 201203416 shall be administratively suspended until such condition is satisfied.
2. Sipp shall provide written proof to the Board that she has taken 3 hours of training/professional development on the topic of educator ethics. Any cost for said training shall be paid for by Sipp. If Sipp fails to satisfy this condition prior to accepting a certified position in Kentucky, Certificate Number 201203416 shall be administratively suspended until such condition is satisfied.

Sipp 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*

2003777 Cassandra Ipock

Accept Agreed Order admonishing Ipock for violating the Administration Code for Kentucky's Educational Assessment Program. The Board reminds Ipock that she has a duty to follow all administrative procedures related to student testing for the well-being of the students and for the integrity of the testing process. The Board will not tolerate any further incidents of misconduct by Ipock.

Prior to February 1, 2022, Ipock shall provide written proof to the Board that she has completed twelve (12) hours of professional development training in educator ethics, as approved by the Board. Ipock shall pay any expense incurred. If Ipock fails to satisfy this condition, Certificate Number 201134948 shall be administratively suspended until such condition is satisfied.

Further, Certificate Number 201134948 shall be subject to the following probationary conditions until February 8, 2025:

1. Ipock shall not be allowed to participate in any testing mandated either by Kentucky statute or by any regulation promulgated by the KDE, during the probationary period. If Ipock fails to satisfy this condition, Certificate Number 201134948 shall be administratively suspended pending Board review and disposition.
2. Beginning June 15, 2022, by June 15th of each year of the probationary period, Ipock shall submit a letter from her supervisor, the building assessment coordinator, or other relevant district personnel, to the Board confirming that she did not participate in any state mandated testing during the school year. If Ipock fails to satisfy any part of this condition, Certificate Number 201134948 shall be administratively suspended until such condition is satisfied.

3. Beginning September 1, 2021, by September 1st of each year of the probationary period, Ipock shall provide written notification to her supervisor, the building assessment coordinator, or other relevant district personnel, that she is unable to participate in state mandated testing for the school year and shall file a copy of the written notice with the Board. If Ipock fails to satisfy any part of this condition, Certificate Number 201134948 shall be administratively suspended until such condition is satisfied.

Finally, Certificate Number 201134948 shall be subject to the following permanent probationary condition:

1. Ipock shall receive no disciplinary action for violation of 703 KAR 5:080, Administration Code for Kentucky's Educational Assessment Program, from any school district in which she is employed. If Ipock fails to satisfy this condition, Certificate Number 201134948 shall be administratively suspended pending Board review and disposition.
 - a. 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, including any appeal therefrom.

Ipock 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*

20071249 Laurie Sapp

Accept Agreed Order admonishing Sapp for conduct unbecoming a teacher. The Board reminds Sapp that, as a teacher, she has a duty to uphold the dignity and integrity of the teaching profession. Drinking any amount of alcohol while conducting school business is not tolerated even though students are not present. The Board will not tolerate further incidents of misconduct by Sapp.

Sapp has provided written proof to the Board that she has completed five (5) hours of professional development training on Ethics for Education Professionals and two (2) hours of professional development training on self-care.

On or before May 1, 2021 Sapp shall provide written proof to the Board that she has completed a substance abuse assessment by a licensed or certified chemical dependency counselor approved by the Board. Sapp shall pay any expense incurred. If Sapp fails to satisfy this condition, Certificate Number 201134647, and any future endorsements or new areas of certification, shall be administratively suspended until such condition is satisfied.

Finally, Certificate Number 201134647, and any future endorsements or new areas of certification, shall be subject to the following probationary conditions for a period of two (2) years:

1. If the substance abuse assessment results in recommendations, Sapp shall submit written progress reports from the licensed or certified counselor on March 1st and September 1st of each year of the probation, beginning September 1, 2021, indicating she is compliant with all treatment recommendations, until she is released from treatment. If Sapp fails to satisfy any of these conditions, Certificate Number 201134647 shall be administratively suspended until such conditions are satisfied.
2. Sapp shall receive no disciplinary action involving the use and/or possession of alcohol from any school district in which she is employed during the probationary period. If Sapp fails to satisfy this condition, Certificate Number 201134647 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.

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

Vote: *Unanimous*

2003701 Teresa Speed

Accept Agreed Order stating Speed is no longer employed in the teaching profession. Prior to accepting a position requiring Kentucky teacher certification, Speed shall provide written proof to the Board that she has taken 3 hours of professional development/training on the subject of “School Based Decision Making Counsel Elections” as approved by the Board. Any cost for the professional development/training shall be paid for by Speed. Failure to provide said written proof prior to accepting a position requiring Kentucky teacher certification will result in Certificate Number 199800422 being administratively suspended until such time as Speed provides the proof.

Speed 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*

1909905 Patricia Tobergte

Accept Agreed Order stating on or before December 1, 2021, Tobergte shall provide written proof to the Board that she has taken three hours of professional development/training on the topic of proper use of social media. Any cost for said professional development/training shall be paid for by Tobergte. Failure to provide said written proof on or before December 1, 2021 shall result in Certificate Number 200157266 being administrative suspended until such time as Tobergte provides the written proof.

On or before December 1, 2021, Tobergte shall provide written proof to the Board that she has taken three hours of professional development/training on the topic of educator ethics. Any cost for said professional development/training shall be paid for by Tobergte. Failure to provide said written proof on or before December 1, 2021 shall result in Certificate Number 200157266 being administrative suspended until such time as Tobergte provides the written proof.

Tobergte 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*

1908801 Merrelene Overall

Accept Agreed Order retroactively suspending Certificate Number 69083 from July 26, 2019, to July 27, 2019, a period of one day.

Overall has provided written proof to the Board that she has taken 4 hours of training/professional development on the subject of classroom management.

Overall has provided written proof to the Board that she has taken 5 hours of training/professional development on the subject of educator ethics.

Overall 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*

1906583 Pamela Monhollon

Accept Agreed Order admonishing Monhollon for using inappropriate physical force to control a student's behavior. The Board reminds Monhollon that she has a duty to take reasonable measures to protect the health, safety, and emotional well-being of students. In the future, Monhollon should be more cognizant of appropriate physical boundaries when disciplining a student.

Monhollon has presented written proof to the Board that she has taken a course of training/professional development on the subject of classroom management.

On or before December 1, 2021, Monhollon shall present written proof to the Board that she has taken a course of training/professional development on the subject of educator ethics. Any cost associated shall be paid for by Monhollon. Failure to provide the proof on or before December 1, 2021 will result in Certificate Number 199701530 being administratively suspended until such time as Monhollon provides said proof.

From the time the Board approves this Order, Certificate number 199701530 shall be under a two year probationary period and subject to the following condition:

Monhollon shall not receive any disciplinary action related to classroom management from any school district in which she is employed. If Monhollon fails to satisfy this condition, Certificate Number 199701530 shall be administratively suspended pending Board review and disposition.

"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, including any appeal therefrom.

Vote: *Unanimous*

1909863 Brian Minor

Accept Agreed Order revoking Certificate Number 00068011 for a period of five (5) years beginning April 19, 2019. Minor 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., Fifth Floor, Frankfort, Kentucky 40601. Minor shall neither apply for, nor be issued, a teaching, administrative, or emergency certificate in the Commonwealth of Kentucky during the revocation period.

In addition to any testing and/or educational requirements necessary for issuance at the time, reissuance of Certificate Number 000068011 shall be conditioned on successful completion of the following conditions:

Minor shall complete a fit-for-duty assessment by a certified psychologist as approved by the Board and follow through with any recommendations given by the provider. Minor shall submit written proof that he has completed the fit-for-duty assessment along with proof of completion of any recommendations. Failure to complete this condition shall result in a denial of reissuance.

Minor shall submit written proof to the Board that he has a course on classroom management, as approved by the Board. Any expense required for said training shall be paid by Minor. Failure to complete this condition shall result in a denial of reissuance.

Minor shall submit written proof to the Board that he has a course on anger management, as approved by the Board. Any expense required for said training shall be paid by Minor. Failure to complete this condition shall result in a denial of reissuance.

Minor shall submit written proof to the Board that he has a course on educator ethics as approved by the Board. Any expense required for said training shall be paid by Minor. Failure to complete this condition shall result in a denial of reissuance.

Upon reissuance, Minor's certificate and any future endorsements or new areas of certification, shall be on probation for a period of eight (8) years and subject to the following probationary conditions:

1. During the probationary period, Minor shall not receive any disciplinary action related to use of physical force from any school district in which he is employed.

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

If Minor fails to satisfy this condition, Certificate 000068011 or any other Certificate issued to Minor shall be permanently revoked.

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

Vote: *Unanimous*

Recommended Order

Case Name

18111325 Ronald Wakefield

Decision

Accept the hearing officer's Findings of Fact. Modify the Conclusions of Law, specifically paragraph 11 to align with 16 KAR 1:030. Modify the Recommended Order, specifically, paragraphs 3E and 4 to reflect the EPSB's probationary authority

Vote: *Unanimous*

1902157 Rena Bilbro Modify the hearing officer's Findings of Fact, specifically paragraphs 3, 8 and 22 to reflect the evidence contained in the record. Accept the Conclusions of Law and Recommended Order.

Vote: *Unanimous*

1902223 Jeffrey Fletcher Modify the hearing officer's Findings of Fact, specifically paragraph 12a to correct the regulatory citation. Modify the Conclusions of Law, specifically paragraph 28 subsections b and g to reflect the correct citation. Modify the Recommended Order, specifically paragraph 3, subsections a, b and c to reflect the EPSB's practice for reinstatement conditions.

Vote: *Unanimous*

2002423 Brandy Jones Accept the hearing officer's Findings of Fact. Modify the Conclusions of Law, specifically paragraph 19 to reflect the record. Accept the Recommended Order.

Vote: *Unanimous*

Motion to Reconsider

Case Name

1008462 Derek Marlow

Decision

Defer for further consideration.

Motion made by Ms. Souder seconded by Dr. Powers, to adjourn the meeting.

Vote: Unanimous

Meeting adjourned at 1:56 p.m.

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Consent Item:

2020-2021 Emergency Non-Certified School Personnel Program

Staff's Recommendation:

The Education Professional Standards Board (EPSB) should approve Danville Independent Schools' application for the Emergency Non-Certified School Personnel Program for the 2020-2021 school year.

Rationale:

The district has met the requirements of 16 KAR 2:030.

Action Question:

Should the EPSB approve the local school district's application for the Emergency Non-Certified School Personnel Program for the 2020-2021 school year?

Applicable Statutes and Regulation:

16 KAR 2:030

History/Background:

Existing Policy: 16 KAR 2:030, Section 3, provides that if a district is unable to employ a substitute teacher using the priority selection process, a district may utilize a person through the Emergency Noncertified School Personnel Program. A district seeking participation in this program shall apply to and receive approval from the EPSB on an annual basis. For initial participation, the district's application shall demonstrate need, list the recruitment efforts and plans, and outline a minimum eighteen-hour orientation program that includes an emphasis on student safety, district policies and procedures. 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: Danville Independent Schools is seeking initial participation in the Emergency Noncertified School Personnel Program. Staff has reviewed the application and found that the district met the requirements of 16 KAR 2:030. Therefore, staff is recommending Danville Independent Schools for inclusion in the program for the 2020-2021 school year.

Budget Impact: There is no budgetary impact.

Contact Person:

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Information Item:

16 KAR 2:180. One (1) Year Conditional Certificate, Amendment

Rationale:

The proposed amendment is necessary to ensure that 16 KAR 2:180 remains in effect. The amendment also updates the regulation to align with current certification practices and removes the reference to an outdated application.

Applicable Statute or Regulation:

KRS 13A.3102, KRS 13A.3104, KRS 161.028, KRS 161.030, KRS 161.1211, 16 KAR 2:180

History/Background:

Existing Policy: KRS 13A.3102(2) provides that “An ordinary administrative regulation with a last effective date before March 1, 2013, shall expire on March 1, 2020, except as provided by the certification process in KRS 13A.3104.” KRS 13A.3104 sets forth the certification process that an agency must follow to avoid the expiration of an administrative regulation. This process requires the agency to review the administrative regulation in its entirety for compliance with current law governing the subject matter of the administrative regulation and file a letter with the regulations compiler prior to the expiration date, stating whether the administrative regulation shall be amended or remain in effect without amendment. If the certification letter states that the administrative regulation will be amended, the Education Professional Standards Board (EPSB) must file an amendment to the administrative regulation within eighteen (18) months of the date the certification letter was filed.

The EPSB certified 16 KAR 2:180 with the intent to amend on February 26, 2020 and must file an amendment to the regulation on or before August 26, 2021. This administrative regulation establishes the standards and procedures for issuance of the one (1) year conditional certificate established in KRS 161.030.

Summary: The proposed amendment to 16 KAR 2:180 removes the reference to an outdated application and updates the grade point average required for issuance of the certificate to align with other certificates. The amended regulation is included for EPSB review.

Budget Impact: There is no budgetary impact.

Contact Person:

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1 EDUCATION AND WORKFORCE DEVELOPMENT CABINET

2 Education Professional Standards Board

3 (Amendment)

4 16 KAR 2:180. One (1) year conditional certificate.

5 RELATES TO: KRS 161.020, 161.028, 161.030, 161.1211

6 STATUTORY AUTHORITY: KRS 161.030(3)(b)

7 NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.030(3)(b) establishes a one (1)
8 year conditional certificate for persons who have completed an approved teacher preparation
9 program but have taken and failed to successfully complete the appropriate assessments selected
10 by the Education Professional Standards Board (**EPSB**). KRS 161.030(3)(b) also requires the
11 **EPSB**~~[board]~~ to promulgate an administrative regulation to establish the standards and proce-
12 dures for issuance of the conditional certificate. This administrative regulation establishes the
13 standards and procedures for issuance of the one (1) year conditional certificate.

14 Section 1. A teacher applicant for the one (1) year conditional certificate shall have:

15 (1) Taken all of the appropriate assessments established in 16 KAR 6:010 corresponding to
16 the approved teacher preparation program completed by the teacher applicant; and

17 (2) Failed at least one (1) of the assessments required by subsection (1) of this section.

18 Section 2. (1) A superintendent, on behalf of the employing local board of education, shall be
19 responsible for requesting the one (1) year conditional certificate.

20 (2) Application shall be made **to the EPSB** ~~[on Form TC-1]~~.

21 (a) The teacher applicant shall **meet the requirements of 16 KAR 2:010, Section**

1 **3(1)**~~[complete sections I and III of Form TC-1.]~~

2 (b) The certification officer of the teacher applicant's approved teacher preparation program
3 shall **submit documentation to the EPSB**~~[complete section IV of Form TC-1]:~~

4 1. Indicating that the teacher applicant has completed all required coursework of the teacher
5 preparation program corresponding to each grade level and specialization for which certification
6 is requested; and

7 2. Recommending the teacher applicant for the one-year conditional certificate.

8 (3)(a) The teacher applicant shall submit an official college transcript from each college or
9 university attended.

10 (b) The teacher applicant shall have at least a bachelor's degree with:

11 1. A cumulative grade point average of **2.75**~~[2.50]~~ on a 4.0 scale; or

12 2. A grade point average of 3.00 on a 4.0 scale on the last **thirty (30)**~~[sixty (60)]~~ hours of
13 credit completed, including undergraduate and graduate coursework.

14 (4) The employing school district shall submit the following materials **to the EPSB**~~[with~~
15 ~~Form TC-1]~~:

16 (a) A plan for providing technical assistance and mentoring to the conditionally-certified
17 teacher to:

18 1. Offer support during in-class and out-of-class time to assist the conditionally-certified
19 teacher in meeting the teacher's instructional responsibilities; and

20 2. Assist the conditionally-certified teacher in passing each appropriate assessment required
21 by 16 KAR 6:010; and

22 (b) The name, contact person, and role for the collaborating teacher education institution.

23 (5) The employing school district shall be responsible for all costs associated with providing

1 the technical assistance and mentoring to the conditionally-certified teacher.

2 Section 3. (1)(a) The conditional certificate shall be issued for a validity period not to exceed
3 one (1) year.

4 (b) The one (1) year conditional certificate shall not be reissued or renewed.

5 (2) The one (1) year conditional certificate shall be:

6 (a) Issued in accordance with a grade level and specialization established in 16 KAR 2:010;
7 and

8 (b) Valid for each grade level and specialization listed on the face of the certificate.

9 (3)(a) The one (1) year conditional certificate shall be issued at the rank corresponding to the
10 degree held by the teacher applicant.

11 (b) Advanced degrees shall be considered in accordance with the requirements established in
12 16 KAR 8:020.

13 ~~[Section 4. Incorporation by Reference. (1) Form TC-1, rev. 7/2001, Education Professional
14 Standards Board, is incorporated by reference.~~

15 ~~—(2) This material may be inspected, copied, or obtained, subject to applicable copyright law,
16 at the Education Professional Standards Board, 100 Airport Road, 3rd Floor, Frankfort, Ken-
17 tucky 40602, Monday through Friday, 8 a.m. to 4:30 p.m.]~~

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Information Item:

16 KAR 3:070. Endorsement for Individual Intellectual Assessment, Amendment

Rationale:

The proposed amendment is necessary to ensure that 16 KAR 3:070 remains in effect. The amendment also updates the regulation to align with renewal and reissuance requirements for the school counselor certificate.

Applicable Statute or Regulation:

KRS 13A.3102, KRS 13A.3104, KRS 161.028, KRS 161.030, 16 KAR 3:060, 16 KAR 3:070

History/Background:

Existing Policy: KRS 13A.3102(2) provides that “An ordinary administrative regulation with a last effective date before March 1, 2013, shall expire on March 1, 2020, except as provided by the certification process in KRS 13A.3104.” KRS 13A.3104 sets forth the certification process that an agency must follow to avoid the expiration of an administrative regulation. This process requires the agency to review the administrative regulation in its entirety for compliance with current law governing the subject matter of the administrative regulation and file a letter with the regulations compiler prior to the expiration date, stating whether the administrative regulation shall be amended or remain in effect without amendment. If the certification letter states that the administrative regulation will be amended, the Education Professional Standards Board (EPSB) must file an amendment to the administrative regulation within eighteen (18) months of the date the certification letter was filed.

The EPSB certified 16 KAR 3:070 with the intent to amend on February 26, 2020 and must file an amendment to the regulation on or before August 26, 2021. This administrative regulation provides for a program of preparation and certification leading to a certificate endorsement for administering individual intellectual assessments.

Summary: An endorsement for individual intellectual assessment can only be issued to school counselors. Therefore, the proposed amendment to 16 KAR 3:070 updates the renewal and reissuance requirements for the endorsement to align with the requirements for the certificate for school counselor. The amended regulation is included for EPSB review.

Budget Impact: There is no budgetary impact.

Contact Person:

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1 EDUCATION AND WORKFORCE DEVELOPMENT CABINET

2 Education Professional Standards Board

3 (Amendment)

4 16 KAR 3:070. Endorsement for individual intellectual assessment.

5 RELATES TO: KRS 161.020, **161.028**~~[161.025,]~~ 161.030

6 STATUTORY AUTHORITY: KRS ~~[156.070,]~~161.028, 161.030

7 NECESSITY, FUNCTION, AND CONFORMITY: **KRS 161.028(1) authorizes the Education**
8 **Professional Standards Board(EPSB) to establish standards and requirements for obtaining**
9 **and maintaining a teaching certificate and for programs of preparation for teachers and other**
10 **professional school personnel, and KRS 161.030(1) requires all certificates issued under KRS**
11 **161.010 to 161.126 to be issued in accordance with the administrative regulations of the**
12 **EPSB**~~[KRS 161.020, 161.025, and 161.030 require that teachers and other professional school person-~~
13 ~~nel hold certificates of legal qualifications for their respective positions to be issued upon completion~~
14 ~~of programs of preparation prescribed by the Kentucky Council on Teacher Education and Certifica-~~
15 ~~tion and approved by the State Board of Education]. This administrative regulation provides for a pro-~~
16 ~~gram of preparation **and**[-] certification leading to a certificate endorsement for administering individ-~~
17 ~~ual intellectual assessments.~~

18 Section 1. **(1) Upon application to the EPSB and compliance with 16 KAR 2:010, Section 3(1)**
19 **an**~~[An] endorsement for individual intellectual assessment shall be issued [in accordance with the per-~~
20 ~~tinent Kentucky statutes and State Board of Education administrative regulations] to an applicant who~~
21 holds certification as a **school**~~[guidance] counselor and who has completed the approved program of~~

1 preparation for the endorsement at a teacher education institution approved in accordance with 16
2 KAR 5:010~~[under the standards and procedures included in the Kentucky Standards for the Prepara-~~
3 ~~tion-Certification of Professional School Personnel as adopted by 16 KAR 5:013].~~

4 **(2) The program of preparation for the endorsement for individual intellectual assessment**
5 **shall include the following twelve (12) hours of graduate credit:**

6 **(a) Three (3) semester hours of graduate credit in basic testing and measurement concepts;**

7 **(b) Six (6) semester hours of graduate credit which relate directly to individual intellectual**
8 **assessment; and,**

9 **(c) Three (3) semester hours of graduate credit in a supervised practicum for administering,**
10 **scoring, and interpreting individual intellectual assessments.**

11 Section 2. **(1)**The endorsement for individual intellectual assessment shall be issued for a duration
12 period of five (5) years. and may be renewed upon completion of:

13 **(a) two (2) years** ~~[three (3) years]~~ of experience with administering, scoring, and interpreting indi-
14 vidual intellectual assessments as part of the job function; **or**

15 **(b) three (3) semester hours of additional graduate credit in counseling, school counseling, or**
16 **intellectual assessments.** ~~[If any portion of renewal experience is not completed, the certificate may~~
17 ~~be renewed upon completion of six (6) semester hours of credit selected from the areas set forth in Sec-~~
18 ~~tion 3 of this administrative regulation.]~~

19 **(2) If there is a lapse in endorsement for individual intellectual assessment for lack of meet-**
20 **ing renewal requirements, the endorsement may be reissued at a later date upon application to**
21 **the EPSB, compliance with 16 KAR 2:010, Section 3(1), and completion of six (6) semester**
22 **hours of additional graduate credit in counseling, school counseling, or intellectual assessments.**

23 ~~[Section 3. An endorsement for individual intellectual assessment shall be issued to an applicant~~

1 who holds certification as a guidance counselor and who has completed twelve (12) semester hours of
2 graduate credit including:

3 —(1) Three (3) semester hours of graduate credit in basic testing and measurement concepts.

4 —(2) Six (6) semester hours of graduate credit which relate directly to individual intellectual assess-
5 ment.

6 —(3) Three (3) semester hours of graduate credit in a supervised practicum for administering, scoring,
7 and interpreting individual intellectual assessments.

8 —Section 4. Guidance counselors who have qualified to administer individual intellectual assessments
9 in accordance with the provisions of 704 KAR 7:020 shall no longer qualify after September 1, 1989,
10 except upon receiving the certificate endorsement for individual intellectual assessment. Guidance
11 counselors holding such approval and who complete the following curriculum requirements by Sep-
12 tember 1, 1989, may qualify on a minimum of nine (9) semester hours of graduate credit including:

13 —(1) Three (3) semester hours of graduate credit in basic testing and measurement concepts.

14 —(2) Six (6) semester hours of graduate credit which relate directly to individual intellectual assess-
15 ment.]

16 **Section 4**[Section 5.] The endorsement for individual intellectual assessment shall be valid for ad-
17 ministering individual assessments at all grade levels in the schools of the Commonwealth of Ken-
18 tucky.

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Information Item:

16 KAR 4:050. Dating of Certification, Amendment

Rationale:

The proposed amendment is necessary to ensure that 16 KAR 4:050 remains in effect. The amendment also updates the regulation to address the dating of one year provisional and probationary certificates.

Applicable Statute or Regulation:

KRS 13A.3102, KRS 13A.3104, KRS 161.020, KRS 161.028, KRS 161.030, 16 KAR 4:050

History/Background:

Existing Policy: KRS 13A.3102(2) provides that “An ordinary administrative regulation with a last effective date before March 1, 2013, shall expire on March 1, 2020, except as provided by the certification process in KRS 13A.3104.” KRS 13A.3104 sets forth the certification process that an agency must follow to avoid the expiration of an administrative regulation. This process requires the agency to review the administrative regulation in its entirety for compliance with current law governing the subject matter of the administrative regulation and file a letter with the regulations compiler prior to the expiration date, stating whether the administrative regulation shall be amended or remain in effect without amendment. If the certification letter states that the administrative regulation will be amended, the Education Professional Standards Board (EPSB) must file an amendment to the administrative regulation within eighteen (18) months of the date the certification letter was filed.

The EPSB certified 16 KAR 4:050 with the intent to amend on February 26, 2020 and must file an amendment to the regulation on or before August 26, 2021. This administrative regulation establishes the effective and expiration dates for certification.

Summary: The proposed amendment to 16 KAR 4:050 adds a section to address the dating of one year provisional and probationary certificates. These certificates are only valid for one calendar year, and therefore require different procedures. Specifically, if a one year provisional or probationary certificate is issued after the start of the spring semester, it will expire on December 31st of the year it is issued. The amendment also removes the reference to the Office of Teacher Education and Certification which is no longer operational.

Budget Impact: There is no budgetary impact.

Contact Person:

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1 EDUCATION AND WORKFORCE DEVELOPMENT CABINET

2 Education Professional Standards Board

3 (Amendment)

4 16 KAR 4:050. Dating of certification.

5 RELATES TO: KRS 161.020, 161.028, 161.030

6 STATUTORY AUTHORITY: KRS 161.028, 161.030

7 NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.020 requires professional school per-
8 sonnel to hold a certificate of legal qualifications for the position. This administrative regulation estab-
9 lishes the effective and expiration dates for certification.

10 Section 1. (1) The effective date for statements of eligibility, certificates, **provisional and proba-**
11 **tionary certificates**, and certificates issued for internship shall be determined in accordance with Sec-
12 tions 2, 3, and 4 of this administrative regulation.

13 (2) The calendar year of the effective date shall be the base year. The year of expiration shall be de-
14 termined by adding the years of duration to the base year in accordance with the applicable certifica-
15 tion administrative regulation in KAR Title 16.

16 Section 2. Statements of Eligibility. (1) A statement of eligibility shall be issued to become effective
17 on July 1 provided all requirements are completed on any date from July 1 to September 1 inclusive
18 and to expire on June 30 of the last year of duration.

19 (2) If requirements for a statement of eligibility are completed at the close of the spring semester of
20 an academic year, the statement of eligibility shall become effective from the date all requirements are
21 completed and to expire on June 30 of the last year of duration.

1 (3) If requirements are completed on any date after September 1 up to and including the close of the
2 fall semester, the statement of eligibility shall become effective from the date all requirements are
3 completed. The statement of eligibility shall expire on December 31 of the last year of duration.

4 (4) If requirements are completed after the beginning of the spring semester and before the close of
5 the spring semester, the statement shall become effective from the date all requirements are completed.
6 The statement of eligibility shall expire on June 30 of the last year of duration.

7 Section 3. Certificates. (1) A certificate shall be issued to become effective on July 1 provided all
8 requirements are completed on any date from July 1 to September 1 inclusive and to expire on June 30
9 of the last year of duration.

10 (2) If requirements for a certificate are completed after the beginning of the spring semester and be-
11 fore July 1, the certificate shall become effective from the date all requirements are completed and to
12 expire on June 30 of the last year of duration.

13 (3) If requirements are completed after September 1 up to and including the close of the fall semes-
14 ter, the certificate shall be dated to become effective from the date all requirements are completed. The
15 certificate shall expire on June 30 of the last year of duration.

16 **Section 4. Provisional and Probationary Certificates. (1) One year provisional or probation-**
17 **ary certificates shall be issued to become effective on July 1 provided all requirements are com-**
18 **pleted on any date from July 1 to September 1 inclusive and to expire on June 30 of the following**
19 **year.**

20 **(2) If requirements are completed after the beginning of the spring semester and before July**
21 **1, the certificate shall become effective from the date all requirements are completed and to ex-**
22 **pire on December 31 of that year.**

23 **(3) If requirements are completed after September 1 up to and including the close of the fall**

1 semester, the certificate shall be dated to become effective from the date all requirements are
2 completed. The certificate shall expire on June 30 of the following year.

3 **Section 5**~~[Section 4.]~~ Certificates Issued for Internship. (1) Certificates for the internship shall be
4 issued for the fall and spring semester of the school year provided the confirmation of employment is
5 received ~~[in]~~ the **Education Professional Standards Board (EPSB)**~~[Office of Teacher Education and~~
6 ~~Certification]~~ in sufficient time for the applicant to complete seventy (70) days during the semester or
7 140 days during the school year.

8 (2) In the event a person is employed during the fall semester but cannot complete the year of in-
9 ternship of 140 days, the internship may be established for one (1) semester and the certification shall
10 become effective the date the confirmation of employment is received **by**~~[in]~~ the **EPSB**~~[Office of~~
11 ~~Teacher Education and Certification.]~~

12 (3) A certificate may be issued only when seventy (70) days exists to establish an internship.

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action Item:

16 KAR 3:060. School Counselor, Provisional and Standard Certificates, Amendment

Staff's Recommendation:

The Education Professional Standards Board (EPSB) should approve the amendment to 16 KAR 3:060 to change the title of the certificate, reflect the current standards for preparation and update the requirements for renewal and reissuance.

Rationale:

The proposed amendment would update 16 KAR 3:060 to reflect the current state standards for the preparation of school counselors. The amendment also contains recommended certification changes to update the title of the certificate and expand renewal options.

Action Question:

Should the EPSB approve the amendment to 16 KAR 3:060?

Applicable Statute or Regulation:

KRS 156.101, KRS 156.160, KRS 161.020, KRS 161.028, KRS 161.030, 16 KAR 3:060

History/Background:

Existing Policy: KRS 161.028 authorizes the EPSB to establish standards and requirements for obtaining and maintaining a teaching certificate and for programs of preparation for teachers and other professional school personnel, and KRS 161.030 requires all certificates issued under KRS 161.010 to 161.126 to be issued in accordance with the administrative regulations of the board. 16 KAR 3:060 establishes the preparation and certification program for school counselors, all grades.

In August 2019, the EPSB approved the Kentucky Standards for School Counselor Preparation Programs which had been aligned with the Kentucky Department of Education School Counselor Practice Standards and the National Council for the Accreditation of Counseling and Related Education Programs (CACREP) Standards. The previous Kentucky Standards for Guidance Counseling Programs were incorporated by reference into 16 KAR 5:010 as part of the accreditation and program review requirements.

Summary: The amendment to 16 KAR 3:060 was presented to the EPSB for a first reading at the February meeting. The amendment is included for EPSB review and includes:

- Changing the name of the certificate and program from guidance counselor to school counselor;

- Incorporating by reference the Kentucky Standards for School Counselor Preparation Programs;
- Removing the references to application forms; and
- Expanding the renewal requirements of both the provisional and standard certificates.

The amendment to 16 KAR 3:060 proposes to allow candidates to renew the provisional certificate on a minimum of three hours of graduate credit. Those candidates who have completed all coursework for the standard school counselor program but have not yet completed the employment experience would be able to renew the provisional school counselor certificate upon meeting the renewal requirements for the applicant's teaching certificate.

The amendment also aligns the renewal requirements for the standard certificate with the renewal requirements for advanced educational leaders by allowing for renewal based on two years of experience, six hours of graduate credit or the requisite Effective Instructional Leadership Act (EILA) hours. It also lowers the number of graduate hours required for reissuance of the provisional and standard certificate to six hours.

Budget Impact: There is no budgetary impact.

Groups Consulted and Brief Summary of Responses:

School Counselor Standards Review Committee
Educator Preparation Providers with School Counselor Programs

Contact Person:

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1 EDUCATION AND WORKFORCE DEVELOPMENT CABINET

2 Education Professional Standards Board

3 (Amendment)

4 16 KAR 3:060. School[~~Guidance~~] counselor, provisional and standard certificates, all grades.

5 RELATES TO: KRS 156.101, 156.160, 161.020, 161.028, 161.030

6 STATUTORY AUTHORITY: KRS 161.020, 161.028, 161.030

7 NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.028(1) authorizes the Education
8 Professional Standards Board(EPSB) to establish standards and requirements for obtaining and
9 maintaining a teaching certificate and for programs of preparation for teachers and other professional
10 school personnel, and KRS 161.030(1) requires all certificates issued under KRS 161.010 to 161.126
11 to be issued in accordance with the administrative regulations of the EPSB[~~board~~]. This administra-
12 tive regulation establishes the preparation and certification program for school[~~guidance~~] counselors,
13 at all grade levels.

14 Section 1. Conditions and Prerequisites. (1) The provisional and standard certificate for
15 school[~~guidance~~] counselor shall be issued in accordance with KRS Chapter 161 and 16 KAR Chap-
16 ters 3 and 6 to an applicant who has completed the approved program of preparation which corre-
17 sponds to the certificate at an educator preparation[~~a teacher education~~] institution approved in
18 accordance with 16 KAR 5:010.

19 (2) The school[~~guidance~~] counseling program shall be subject to the program approval require-
20 ments established in 16 KAR 5:010 and shall incorporate the Kentucky Standards of Preparation
21 for School Counselor Programs[~~Kentucky Standards For Guidance Counselor Programs incorpo-~~

1 ~~rated by reference in 16 KAR 5:010].~~

2 (3) The provisional and standard certificate for school[guidance] counselor established under this
3 administrative regulation shall be valid for the position of school[guidance] counselor for all grade
4 levels, primary through grade twelve.

5 Section 2. (1) The provisional certificate for school[guidance] counselor shall be issued to an ap-
6 plicant **who meets the requirements of 16 KAR 2:010, Section 3(1), and has completed** [~~upon~~
7 ~~completion of~~] an approved master's level program in school[guidance] counseling.

8 (2) The provisional certificate for school[guidance] counselor shall be issued for a period of five
9 (5) years and may be renewed upon application to the EPSB[board], **compliance with 16 KAR**
10 **2:010, Section 3(1),**[~~using the "Form TC-2, Application for Certificate Renewal Duplicate," incor-~~
11 ~~porated by reference in 16 KAR 2:090,~~] and submission of proof of the completion of a minimum of
12 **three (3)**[~~nine (9)~~] semester hours of graduate credit in the areas of counseling or school[guidance]
13 counseling.

14 **(2) An applicant with a valid Kentucky teaching certificate who has completed the course-**
15 **work for the standard certificate for school counselor, but has not met the employment re-**
16 **quirements of Section 3 of this administrative regulation, may renew the provisional school**
17 **counselor certificate upon meeting the requirements of 16 KAR 4:060 for the renewal of the**
18 **applicant's teaching certificate.**

19 **(4)**[~~(3)~~] If there is a lapse of a provisional certificate for school[guidance] counselor for lack of
20 meeting the renewal requirements, certification may be reissued at a later date upon application to
21 the EPSB[board], **compliance with 16 KAR 2:010, Section 3(1),**[~~using the "Form TC-2, Applica-~~
22 ~~tion for Certificate Renewal/Duplicate," incorporated by reference in 16 KAR 2:090,~~] and the sub-
23 mission of proof of the completion of a minimum of **six**[~~nine (9)~~] semester hours of graduate credit

1 [for each five (5) year period of validity or period of lapse of the guidance counselor certificate. The
2 graduate credit shall be] in the areas of counseling or school[guidance] counseling.

3 Section 3. (1) The standard certificate for school[guidance] counselor shall be issued to an appli-
4 cant who meets **the requirements of 16 KAR 2:010, Section 3(1) and** one of the following qualifi-
5 cation options:

6 (a) Option I:

7 1. Successful completion of an approved master's level program in school[guidance] counseling;
8 2. Successful completion of an additional three (3) to six (6) credit hours from an approved grad-
9 uate level counseling or school[guidance] counseling program.

10 3. One (1) year of full time employment as a provisionally- certified school[guidance] counselor
11 in a public school or nonpublic school which meets the state performance standards as established in
12 KRS 156.160 or which has been accredited by a regional or national accrediting association;

13 4. A valid Kentucky Professional teaching certificate; and

14 5. A minimum of one (1) year of full time classroom teaching experience on a Professional
15 Teaching Certificate in a public school or a nonpublic school which meets the state performance
16 standards as established in KRS 156.160 or which has been accredited by a regional or national ac-
17 crediting association; or

18 (b) Option II:

19 1. Successful completion of an approved master's level program in school[guidance] counseling;
20 2. Successful completion of an additional three (3) to six (6) credit hours from an approved grad-
21 uate level counseling or school[guidance] counseling program; and

22 3. A minimum of two (2) years of **full-time**[successful] employment as a provisionally [**full-time**]
23 certified school[guidance] counselor.

1 (2) The standard certificate for school[~~guidance~~] counselor shall be issued for a period of five (5)
2 years and shall be renewed subsequently for five (5) year periods upon application to the EPSB,
3 compliance with 16 KAR 2:010, Section 3(1), and completion of: ~~by September 1 of the year of~~
4 ~~expiration, the Effective Instructional Leadership Act (EILA) hours as specified by the Kentucky~~
5 ~~Department of Education in KRS 156.101. It shall be the responsibility of the guidance counselor to~~
6 ~~provide documentation of this training to the local school superintendent who recommends certifi-~~
7 ~~cate renewal.]~~

8 (a) Two (2) years of experience as a certified school counselor;

9 (b) Three (3) semester hours of additional graduate credit in counseling or school counsel-
10 ing; or

11 (c) The Effective Instructional Leadership Act hours as specified by the Kentucky Depart-
12 ment of Education in KRS 156.101. It shall be the responsibility of the school counselor to pro-
13 vide documentation of this training to the local school superintendent who recommends certifi-
14 cate renewal.

15 (3) If there is a lapse in the standard certificate for school[~~guidance~~] counselor for lack of meeting
16 renewal requirements, the certificate may be reissued at a later date upon application to the EPSB,
17 compliance with 16 KAR 2:010, Section 3(1), and completion of [by first completing] twelve (12)
18 clock hours of counselor role specific training for each year since the expiration of the certificate up
19 to a maximum of seventy-five (75) clock hours or six[~~nine (9)~~] semester hours of additional graduate
20 credit appropriate to position of school[~~guidance~~] counselor.

21 [Section 4. Implementation Dates. (1) The provisions for the issuance of the provisional and
22 standard certificate for guidance counselor, all grades, shall apply to a student admitted to a program
23 of preparation beginning September 1, 2003.

1 —(2)(a) A candidate admitted by September 1, 2003 to an approved preparation program for guid-
2 ance counselor shall complete the program by December 31, 2006.

3 —(b) A candidate formally admitted by September 1, 2003, to an approved preparation program for
4 guidance counselor shall be eligible for the guidance counselor certificate, all grades upon:

5 —1. Completion of the program in which the candidate is enrolled as identified in this subsection;

6 —2. Successful completion of an approved additional three (3) to six (6) credit hours from an ap-
7 proved graduate level counseling or guidance counseling program. The additional graduate semester
8 hours shall be designed to address content of the preparation program not previously addressed and
9 which provides the candidate with knowledge relevant to counseling all grades; and

10 —3. A recommendation from the institution of higher education for the appropriate certificate.

11 —(3) An individual who holds a valid Kentucky provisional or standard guidance counselor certifi-
12 cate, grades K-8, grades 7-12, or grades 5-12 shall be eligible to extend that certificate to a provi-
13 sional or standard guidance counselor certificate, all grades, upon application and proof of the fol-
14 lowing:

15 —(a) Successful completion of an additional three (3) to six (6) credit hours from an approved grad-
16 uate level counseling or guidance counseling program. The additional graduate semester hours shall
17 be designed to address content of the preparation program not already addressed and for the grade
18 range sought by the extension; and

19 —(b) Recommendation from the institution of higher education for the appropriate certificate.]

20 **Section 4**[Section 5]. Validity of Prior Certificates. (1) A valid Provisional or Standard Certificate
21 for Guidance Counselor grades K-8, **5-12, or 7-12** issued prior to August 5, 2005 shall be valid for
22 the position of **school**[guidance] counselor for **any**[grades K-8 and also for any other] school con-
23 figurations **containing**[having] **at least one grade level listed on the certificate.**[sequential combi-

1 nation of the grades K-12 that includes any grade K-8.]

2 **(2) An individual who holds a valid Kentucky provisional or standard guidance counselor**
3 **certificate, grades K-8, grades 7-12, or grades 5-12 shall be eligible to extend that certificate to**
4 **a provisional or standard school counselor certificate, all grades, upon application to the**
5 **EPSB, compliance with 16 KAR 2:010, Section 3(1), and proof of the following:**

6 **(a) Successful completion of a minimum three (3) credit hours from an approved graduate**
7 **level counseling or school counseling program. The additional graduate semester hours shall**
8 **be designed to address content of the preparation program not previously addressed and**
9 **which provides the candidate with knowledge relevant to counseling all grades; and**

10 **(b) A recommendation from the institution of higher education for the appropriate certifi-**
11 **cate.**

12 [~~(2) A valid Provisional or Standard Certificate for Guidance Counselor grades 5-12 issued prior~~
13 ~~August 5, 2005 shall be valid for the position of guidance counselor for grades 5-12 and also for any~~
14 ~~other school configurations having sequential combination of the grades K-12 that includes any~~
15 ~~grade 5-12.~~

16 ~~—(3) A valid Provisional or Standard Certificate for Guidance Counselor grades 7-12 issued prior~~
17 ~~to August 5, 2005 shall be valid for the position of guidance counselor for grades 7-12 and also for~~
18 ~~any other school configurations having sequential combination of the grades K-12 that includes any~~
19 ~~grade 7-12.]~~

20 **Section 5. Incorporation by Reference. (1) The following material is incorporated by refer-**
21 **ence:**

22 **(a) “Kentucky Standards of Preparation for School Counselor Programs”, 2019.**

23 **(2) This material may be inspected, copied, or obtained, subject to applicable copyright law**

- 1 **at the Education Professional Standards Board, 300 Sower Boulevard, 5th Floor, Frankfort,**
- 2 **Kentucky, 40601, Monday through Friday, 8 a.m. to 4:30 p.m.**

DRAFT

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action Item:

16 KAR 5:020. Standards for Admission to Educator Preparation, Amendment

Staff's Recommendation:

The Education Professional Standards Board (EPSB) should approve the amendment to 16 KAR 5:020 to provide flexibility for applicants to demonstrate academic readiness for admission to an educator preparation program.

Rationale:

The proposed amendment incorporates recommendations from the Kentucky Association of Colleges of Teacher Education (KACTE) and the feedback of the EPSB regarding admission criteria for initial undergraduate and graduate educator preparation programs.

Action Question:

Should the EPSB approve the amendment to 16 KAR 5:020?

Applicable Statute or Regulation:

KRS 161.028, KRS 161.030, 16 KAR 5:020

History/Background:

Existing Policy: 16 KAR 5:020 establishes the standards for admission to an educator preparation program that is required for certification. Section 1 of this regulation identifies requirements for admission to approved undergraduate initial and graduate initial teacher preparation programs. The admission criteria for initial undergraduate teacher programs include a minimum cumulative grade point average of 2.75 on a 4.0 scale or a 3.0 on the last thirty hours of credit completed and successful completion of the Praxis Core Academic Skills for Education (CASE). Current scores established in regulation for this basic skills assessment are Reading 156, Writing 162, and Math 150. The admission criteria for initial graduate teacher programs include a bachelor's degree or advanced degree awarded by a regionally accredited college or university with a cumulative 2.75 grade point average on a 4.0 scale or 3.0 on the last thirty hours of credit completed, including undergraduate and graduate coursework as well as successful completion of either the CASE with the same cut scores as the undergraduate initial program requirement or the Graduate Record Exam (GRE) with cut scores of Verbal reasoning 150, Quantitative Reasoning 143, and Analytical Writing 4.0. All teacher preparation programs must demonstrate application procedures that include applicant demonstration of skills in critical thinking, communication, creativity, and collaboration; review of the Professional Code of Ethics for Kentucky School Certified Personnel; and, applicant demonstration of professional dispositions expected of professional educators.

Summary: At the October 12th EPSB meeting, KACTE presented the following recommendations to the EPSB for discussion:

1. Permit applicants to demonstrate core academic knowledge/competencies through individual ACT scores (Reading – 20, Writing – 18, and Math – 22) or Praxis CORE/CASE scores (Reading – 156, Writing – 162, and Math – 150);
2. Allow a grade point average of 3.0 or better to substitute for the assessment area of either the ACT or CASE assessment that falls within one (1) to five (5) points below the identified minimum score for each assessment; and,
3. The standards test requirement for Initial Graduate teacher candidates should be removed because the applicants have earned a bachelor’s degree from a regionally accreditation college or university and meet all other minimum requirements outlined in the regulation.

Based upon these recommendations and the EPSB’s discussion, staff presented an amendment to 16 KAR 5:020 to the EPSB for first reading on December 14, 2020. That amendment provided flexibility for the admission assessment by:

1. Adding the identified ACT scores as an admission assessment option;
2. Allowing a cumulative grade point average of 3.0 or better to substitute for a CASE assessment that falls within one (1) to five (5) points below the identified minimum score for each assessment area; and
3. Removing the testing requirement for initial graduate educator preparation programs, with the exception of Option 7 programs which in accordance with KRS 161.048(8) must require an admission assessment.

After the December meeting, KACTE leadership requested additional time to review the admission requirements and amend their proposal. KACTE submitted recommendations for five options for admission. KACTE notes that the recommendations were based on an examination of state-based Praxis CASE data, extant research and national trends, and is also supported by two national accrediting organizations for educator preparation. KACTE suggests the following five options for applicants to demonstrate academic readiness for admission to a teacher education program:

- OPTION 1: Individual ACT scores: Reading 20, Writing 18, and Math 19.
- OPTION 2: A composite ACT score of 22.
- OPTION 3: Praxis CASE scores: Reading 156, Writing 162, and Math 150.
- OPTION 4: Combination of ACT and Praxis CASE scores that demonstrate academic competency in reading, writing, and math.
- OPTION 5: Applicants whose ACT or Praxis CASE fall short of the required benchmarks identified above must have a GPA of 3.0 and complete, with a grade of B or better, EPP identified course or courses requiring competencies in the area of need: reading, writing, and/or math. Courses must be taken at an accredited educator preparation provider.

In the proposal, KACTE notes that Option 5 should only be used after applicants have attempted to meet the requirements of either the ACT or Praxis CASE. The proposal also recommends, as did the initial proposal, that the admission assessment be removed for graduate programs.

Staff has reviewed the recent proposal from KACTE and has updated the amended regulation to incorporate Options 1-4. As with the previous draft, the updated amendment also removes the testing requirement for most initial graduate educator preparation programs. However, staff does not support the inclusion of KACTE's Option 5 in the amended regulation. This option would create a subjective standard that would vary among institutions. Instead, staff recommends retaining the option from the previous amended regulation that allows a cumulative grade point average of 3.0 or better to substitute for a CASE assessment that falls within one (1) to five (5) points below the identified minimum score for each assessment area.

A copy of the proposed amended regulation is included for EPSB review.

Budget Impact: There is no budgetary impact.

Contact Person:

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1 EDUCATION AND WORKFORCE DEVELOPMENT CABINET

2 Education Professional Standards Board

3 (Amendment)

4 16 KAR 5:020. Standards for admission to educator preparation.

5 RELATES TO: KRS 161.020, 161.028, 161.030, 161.048

6 STATUTORY AUTHORITY: KRS 161.028, 161.030

7 NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.028(1)(b) requires that the Edu-
8 cation Professional Standards Board (EPSB) promulgate administrative regulations setting
9 standards for educator preparation programs. KRS 161.030(1) requires that the EPSB promulgate
10 administrative regulations establishing requirements for issuance of a certificate authorized under
11 KRS 161.010 to 161.126. This administrative regulation establishes the standards for admission
12 to an educator preparation program that is required for certification.

13 Section 1. Selection and Admission to Educator Preparation Programs. (1) Each accredited
14 provider of an approved program of educator preparation shall adhere to minimum standards for
15 admission to its certification educator preparation programs, including those programs estab-
16 lished pursuant to KRS 161.048, in accordance with this section.

17 (2) Admission to an approved undergraduate initial certification education preparation pro-
18 gram[~~, including those programs established pursuant to KRS 161.048(2), 161.048(3),~~
19 ~~161.048(6), and 161.048(8),~~] shall require the following:

20 (a) 1. A cumulative grade point average of 2.75 on a 4.0 scale; or

21 2. A grade point average of 3.00 on a 4.0 scale on the last thirty (30) hours of credit complet-

1 ed, in accordance with the following:

2 a. Grade point average (GPA) shall be calculated by beginning with the most recent course
3 completed and proceeding backward for two (2) semesters in the order the grades fall on the
4 transcript to accumulate the last thirty (30) hours completed; and

5 b. If it is necessary to go back further than two (2) semesters, then the courses in the third se-
6 mester included in the calculation shall be chosen based on the highest grades earned during that
7 third semester; and

8 (b) Successful completion of **one of** the following [~~pre-professional skills~~] assessments of
9 basic knowledge; [~~administered by the Educational Testing Service with the corresponding min-~~
10 ~~imum score~~]:

11 **1. The ACT with a composite score of 22 or the corresponding minimum scores:**

12 **a. Reading-20;**

13 **b. Writing- 18; and**

14 **c. Math-19; or**

15 **2. The pre-professional skills assessments of basic knowledge administered by the Edu-**
16 **ational Testing Service with the corresponding minimum scores:**

17 **a.[1-]** "Praxis Core Academic Skills for Educators (CASE): Reading (5713)" – 156;

18 **b.[2-]** "Praxis Core Academic Skills for Educators (CASE): Writing (5723)" – 162; and

19 **c.[3-]** "Praxis Core Academic Skills for Educators (CASE): Mathematics (5733)" -150.

20 **(c) An applicant can use a combination of ACT and CASE minimum scores to meet the**
21 **requirements of paragraph (b) of this subsection.**

22 **(d) If an applicant has a minimum cumulative grade point average of 3.0 on a 4.0 scale,**
23 **the educator preparation provider may admit the applicant to an approved undergraduate**

1 **initial certification education preparation program if the applicant is within five points of**
2 **one or more of the corresponding minimum scores on the pre-professional skills assess-**
3 **ments listed in paragraph (b)2. of this subsection.**

4 (3) Admission to an approved graduate level initial certification educator preparation program
5 shall require the following:

6 (a) ~~[1.]~~ A bachelor's degree or advanced degree awarded by a regionally **or nationally** ac-
7 credited college or university with a cumulative grade point average of 2.75 on a 4.0 scale; or

8 **(b)[2.]** A grade point average of 3.00 on a 4.0 scale on the last thirty (30) hours of credit com-
9 pleted, including undergraduate and graduate coursework. ~~[; and]~~

10 **(4)[(b)] Admission to an Option 7 program established in accordance with KRS**
11 **161.048(8) shall also require successful completion of one of the following:**

12 **(a)[1.] The** ~~[Successful completion of the pre-professional skills]~~ assessments in subsection
13 **(2)(b)2.** of this section; or

14 **(b)[2.] The** ~~[Successful completion of the]~~ Graduate Record Exam (GRE) administered by the
15 Education Testing Service with the following corresponding **minimum** scores on the corre-
16 sponding sections:

17 **1.[a-]** Verbal reasoning – 150;

18 **2.[b-]** Quantitative Reasoning - 143; and

19 **3.[c-]** Analytical Writing - 4.0.

20 **(5)[(4)]** Admission to an advanced certification educator preparation program shall require the
21 following:

22 (a)1. A statement of eligibility or an initial certificate earned by completion of an approved
23 program through an approved educator preparation provider in Kentucky; or

1 2. For out-of-state applicants, a statement of eligibility or an initial certificate issued by EPSB
2 and earned by completion of a program through an approved educator preparation provider; and

3 (b)1. A cumulative grade point average of 2.75 on a 4.0 scale; or

4 2. A grade point average of 3.00 on a 4.0 scale on the last thirty (30) hours of credit complet-
5 ed, including undergraduate and graduate coursework; and

6 (c)1. Completion of requirements for the administrative certificate as established in 16 KAR
7 Chapter 3; or

8 2. Completion of requirements for the certificate as established in 16 KAR 2:060, 16 KAR
9 2:070, and 16 KAR 2:090.

10 ~~(6)~~⁽⁵⁾ Each accredited provider of an approved program of educator preparation shall have a
11 formal application procedure for admission that shall include the following:

12 (a) Documentation that the applicant demonstrates the following:

13 1. Critical thinking;

14 2. Communication;

15 3. Creativity; and

16 4. Collaboration;

17 (b) Evidence that the applicant has reviewed the Professional Code of Ethics for Kentucky
18 School Certified Personnel established in 16 KAR 1:020; and

19 (c) A method to allow the applicant to demonstrate that the applicant understands professional
20 dispositions expected of professional educators.

21 ~~(7)~~⁽⁶⁾ The educator preparation program shall not enroll undergraduate students in any edu-
22 cator preparation program courses restricted to admitted candidates.

23 ~~(8)~~⁽⁷⁾ The educator preparation provider shall maintain electronic records that document

1 that all students meet the requirements established in this section.

2 Section 2. Selection and Admission to an Approved Educator Preparation Program for Occu-
3 pation-Based Career and Technical Education. (1) Admission to an approved program of prepa-
4 ration for occupation-based career and technical education that results in certification pursuant to
5 16 KAR 2:020 shall require:

6 (a) A minimum of a high school diploma or equivalency exam;

7 (b) Four (4) years of successful and appropriate occupational experience in the area to be
8 taught, which shall include:

9 1. At least two (2) years of occupational experience completed within the last five (5) years. A
10 maximum of one (1) year of the required work experience may be satisfied by completion of an
11 approved program of preparation for the occupation to be taught; and

12 2. The occupational experience confirmed by the Kentucky Department of Education, Office
13 of Career and Technical Education;

14 (c) The assessment provisions established in 16 KAR 6:020; and

15 (d) An offer of employment from a state or local technology center, or a school district.

16 (2) Each provider of an approved occupation-based educator preparation program shall have a
17 formal application procedure for admission that shall include the following:

18 (a) Evidence that the applicant has reviewed the Professional Code of Ethics for Kentucky
19 School Certified Personnel established in 16 KAR 1:020; and

20 (b) A method to allow the applicant to demonstrate that the applicant understands professional
21 dispositions expected of professional educators.

22 (3) The educator preparation provider shall not enroll undergraduate students in any educator
23 preparation program courses restricted to admitted candidates.

1 (4) The educator preparation provider shall maintain electronic records that document that all
2 students meet the requirements established in this section.

3 (5) A provider of approved educator preparation programs shall provide notice to the EPSB of
4 which candidates it has admitted to an approved program of educator preparation within six (6)
5 months of the candidate's admission.

6 (6) Failure of an approved educator preparation provider to provide EPSB with notice of each
7 candidate it admitted to an approved program of preparation in accordance with this section may
8 result in action against the provider's accreditation status.

9 Section 3. Assessment Recency. A passing score on an assessment established at the time of
10 admission shall be valid for the purpose of applying for admission for five (5) years from the as-
11 sessment administration date.

12 Section 4. Annual Report. (1) Each educator preparation provider shall submit an electronic
13 report annually to the EPSB that includes the following program data on each candidate admitted
14 to educator preparation programs:

- 15 (a) EPSB Person Identifier;
- 16 (b) Student School Identification number;
- 17 (c) Social Security number;
- 18 (d) Full name;
- 19 (e) Birth date;
- 20 (f) Reported ethnicity;
- 21 (g) Reported gender;
- 22 (h) Email address;
- 23 (i) Present home mailing address;

- 1 (j) Permanent home mailing address;
- 2 (k) Phone number;
- 3 (l) Admission date;
- 4 (m) Total number of credit hours prior to admission to the provider's educator preparation
5 program;
- 6 (n) Total number of credit hours in educator preparation courses completed prior to admission
7 to the provider's educator preparation program;
- 8 (o) Grade point average at admission;
- 9 (p) Current program enrollment status;
- 10 (q) Program completion date;
- 11 (r) Grade point average at program completion;
- 12 (s) Academic major at program completion; and
- 13 (t) Academic minor or minors at program completion, if applicable.
- 14 (2) The report shall be submitted in the following manner:
- 15 (a) The provider shall electronically submit all data identified in subsection (1) to the EPSB;
16 and
- 17 (b) By September 15 of each year, each institution shall provide written confirmation by elec-
18 tronic mail to the EPSB that all required information has been entered.
- 19 (3) The preparation program shall exit any candidate who has not been enrolled in at least one
20 (1) course required for program completion within the last twelve (12) months.
- 21 (4) Failure to submit the annual report in accordance with this section may result in action
22 against the program's accreditation status.

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action Item:

16 KAR 9:020. Provisional Certificate for College Faculty, Expiration

Staff's Recommendation:

The Education Professional Standards Board (EPSB) should allow 16 KAR 9:020 to expire.

Rationale:

Staff reviewed 16 KAR 9:020 to assess alignment with statutory and program requirements and determined that the regulation is no longer necessary

Action Question:

Should the EPSB approve the expiration of 16 KAR 9:020?

Applicable Statute or Regulation:

KRS 13A.010, KRS 13A.040, KRS 13A.310, KRS 13A.3102, KRS 13A.3104, KRS 161.020, 16 KAR 9:020

History/Background:

Existing Policy: KRS 13A.3102(1) provides that “An ordinary administrative regulation with a last effective date on or after March 1, 2013, shall expire seven (7) years after its last effective date, except as provided by the certification process in KRS 13A.3104.” KRS 13A.3104 sets forth the certification process that an agency must follow to avoid the expiration of an administrative regulation. This process requires the agency to review the administrative regulation in its entirety for compliance with current law governing the subject matter of the administrative regulation and file a letter with the regulations compiler prior to the expiration date, stating whether the administrative regulation shall be amended or remain in effect without amendment. If the certification letter states that the administrative regulation will be amended, the EPSB must file an amendment to the administrative regulation within eighteen (18) months of the date the certification letter was filed.

Summary: 16 KAR 9:020 establishes the provisional certificate for college faculty and the requirements for obtaining and maintaining this certificate. This administrative regulation has a last effective date and February 11, 2002. On February 27, 2020, the EPSB filed a letter certifying the regulation with the intent to amend. However, as staff began working on the amendments to the regulation, it was determined that the regulation is no longer necessary. The route for college faculty to obtain certification is now contained in 16 KAR 9:030 and a provisional certificate utilizing the route outlined in 16 KAR 9:020 has not been utilized since 2011. Therefore, staff recommends that the EPSB not file an amendment to 16 KAR 9:020, and allow the regulation to expire.

Budget Impact: There is no budgetary impact.

Contact Person:

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action Item:

16 KAR 9:090. University Based Alternative Certification Program for Teachers of World Languages, Amendment

Staff's Recommendation:

The Education Professional Standards Board (EPSB) should approve the amendment to 16 KAR 9:090 to ensure that the regulation remains in effect.

Rationale:

The proposed amendment is necessary to ensure that 16 KAR 9:090 remains in effect. The amendment also updates the regulation to align with current certification practices and removes the reference to an outdated application.

Action Question:

Should the EPSB approve the amendment to 16 KAR 9:090?

Applicable Statute or Regulation:

KRS 13A.3102, KRS 13A.3104, KRS 161.028, KRS 161.030, KRS 161.048, 16 KAR 9:090

History/Background:

Existing Policy: KRS 13A.3102(2) provides that “An ordinary administrative regulation with a last effective date before March 1, 2013, shall expire on March 1, 2020, except as provided by the certification process in KRS 13A.3104.” KRS 13A.3104 sets forth the certification process that an agency must follow to avoid the expiration of an administrative regulation. This process requires the agency to review the administrative regulation in its entirety for compliance with current law governing the subject matter of the administrative regulation and file a letter with the regulations compiler prior to the expiration date, stating whether the administrative regulation shall be amended or remain in effect without amendment. If the certification letter states that the administrative regulation will be amended, the EPSB must file an amendment to the administrative regulation within eighteen (18) months of the date the certification letter was filed.

The EPSB certified 16 KAR 9:090 with the intent to amend on February 26, 2020 and must file an amendment to the regulation on or before August 26, 2021. This regulation establishes the program requirements and candidate qualifications for the university-based alternative certification program for teachers of world languages and the requirements for issuance of a temporary provisional certificate to teach world languages.

Summary: The proposed amendment to 16 KAR 9:090 was presented to the EPSB for a first reading at the February 8, 2021 meeting. It removes the reference to an outdated application, states the required grade point average for admission to the program and clarifies the requirements for the evaluation of international transcripts. The amended regulation is included for EPSB review.

Budget Impact: There is no budgetary impact.

Contact Person:

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1 EDUCATION AND WORKFORCE DEVELOPMENT CABINET

2 EDUCATION PROFESSIONAL STANDARDS BOARD

3 (Amendment)

4 16 KAR 9:090. University based alternative certification program for teachers of world lan-
5 guages.

6 RELATES TO: KRS 161.020, 161.028, 161.030, 161.048, 161.1221

7 STATUTORY AUTHORITY: KRS 161.028, 161.030, 161.048

8 NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.028 and 161.030 authorize the
9 Education Professional Standards Board (**EPSB**) to establish standards and requirements for ob-
10 taining and maintaining a teaching certificate and to set standards to approve and evaluate educa-
11 tor preparation programs. KRS 161.048(7) authorizes the **EPSB**~~[Education Professional Stand-~~
12 ~~ards Board]~~ to approve alternative programs that enroll students in postbaccalaureate educator
13 preparation programs concurrently with employment as a teacher in a local school district. This
14 administrative regulation establishes the program requirements and candidate qualifications for
15 the university-based alternative certification program for teachers of world languages and the re-
16 quirements for issuance of a temporary provisional certificate to teach world languages.

17 Section 1. Definitions. (1) "University based alternative certification program" means a post-
18 baccalaureate educator preparation program that enrolls a teacher candidate concurrently with
19 employment as a teacher in a local school district.

20 (2) "World language" means any currently spoken and written language other than English.

1 Section 2. An accredited college or university, or a consortium of institutions, may apply to
2 the **EPSB**[~~Education Professional Standards Board~~] for approval to provide a university based
3 alternative certification program for teachers of world languages if the college, university, or
4 consortium meets the requirements established in Section 4(1) of this administrative regulation.

5 Section 3. Admission Requirements. To be admitted to a postbaccalaureate educator prepara-
6 tion program that enrolls a candidate concurrently with employment as a teacher of world lan-
7 guage, the individual shall have:

8 (1) A bachelor's degree from an accredited college or university with **a minimum cumula-**
9 **tive grade point average of 2.75 on a 4.0 scale or a 3.0 on a 4.0 scale on the last thirty (30)**
10 **hours of credit completed, including undergraduate and graduate coursework**[~~the required~~
11 ~~cumulative grade point average~~]; and

12 (2) Successful completion of the program's approved assessments to measure proficiency for
13 program admission as established in Section 4(1)(a) of this administrative regulation.

14 Section 4. University Requirements. (1) In addition to the standards for program approval es-
15 tablished in 16 KAR 5:010, the university based alternative certification program for teachers of
16 world languages shall:

17 (a) Select assessments to measure proficiency for program admission, which shall include:

18 1. A nationally recognized assessment for written and oral proficiency in the world language
19 area in which the candidate is seeking certification; and

20 2. A nationally recognized assessment for oral and written proficiency in English language
21 usage;

22 (b) Establish a protocol to assess a candidate's educational background to develop a plan of
23 coursework that shall adequately prepare the candidate for successful completion of the require-

1 ments for program completion and certification for the areas and grades that correspond with the
2 candidate's school placement;

3 (c) Design coursework and mentoring to permit a candidate to maintain employment in an el-
4 igible position and successfully complete any applicable assessments, including internship pro-
5 grams, within a period of three (3) years;

6 (d) Develop an agreement to provide, in collaboration with the administration of a candidate's
7 employing school, mentoring to the candidate in the employment setting, which shall include:

8 1. Prior to the candidate's enrollment in the Kentucky Teacher Internship pursuant to KRS
9 161.030 and 16 KAR 7:010, a minimum of fifteen (15) hours of annual observation utilizing
10 university faculty and a district-based mentor of the candidate practicing instruction in the class-
11 room;

12 2. A description of how support shall be offered to the candidate during in-class and out-of-
13 class time to assist the candidate in meeting the teacher's instructional responsibilities;

14 3. An acknowledgement by the employing school district that the school district shall be re-
15 sponsible for all costs associated with providing school district mentors for the teacher;

16 4. The name, contact person, and role for the collaborating educator preparation institution
17 mentor; and

18 5. The names and roles of the school district mentor teachers;

19 (e) Require the candidate to begin course work no later than ninety (90) days from the date the
20 eligibility notice is issued; and

21 (f) Establish a process to maintain regular communications with the employing school so that
22 the institution and employing school may assist the candidate as needed and address identified
23 areas of improvement.

1 (2) Student teaching shall not be required for program completion.

2 **Section 5. Issuance of a Temporary Provisional Certificate for World Language. (1) Pri-**
3 **or to seeking employment in a Kentucky public school, a candidate shall request from the**
4 **institution written and dated documentation of eligibility for the university based alterna-**
5 **tive certification program to provide to school districts pursuant to KRS 160.345(2)(h).**

6 **(2) Prior to employment, a superintendent, on behalf of the employing local board of ed-**
7 **ucation, shall be responsible for requesting the temporary provisional certificate for world**
8 **language.**

9 **(3) The candidate shall demonstrate compliance with 16 KAR 2:010, Section 3(1);**

10 **(4) The candidate shall submit to the EPSB an official college transcript from each col-**
11 **lege or university attended.**

12 **(5) All transcripts from institutions outside of the United States shall be accompanied by**
13 **a course-by-course evaluation with a grade point average from a credential evaluation ser-**
14 **vice that is a member of the National Association of Credential Evaluation Services**
15 **(NACES®).**

16 **(5) The educator preparation institution shall submit a recommendation for the grade**
17 **level and specialization of the temporary provisional certificate.**

18 **(6) The employing school district shall submit a completed and signed copy of the men-**
19 **toring collaboration agreement with the university based alternative certification program**
20 **as required by Section 4(1)(d) of this administrative regulation.**

21 **Section 6**[Section 5.] Temporary Provisional Certificate for World Language. (1) The tempo-
22 rary provisional certificate for world language shall be issued for a validity period not to exceed
23 one (1) year.

1 (2) The temporary provisional certificate for world language may be renewed a maximum of
2 two (2) times.

3 (3) The temporary provisional certificate for world language shall be:

4 (a) Issued in accordance with a grade level and specialization as recommended by the educa-
5 tor preparation institution [~~on Form TC-WL~~]; and

6 (b) Valid for the world language and all grades listed on the face of the certificate.

7 (4) The temporary provisional certificate for world language shall be issued at the rank corre-
8 sponding to the degree held by the teacher applicant in accordance with the requirements estab-
9 lished in 16 KAR 8:020.

10 [~~Section 6. Issuance of a Temporary Provisional Certificate for World Language. (1) Prior to~~
11 ~~seeking employment in a Kentucky public school, a candidate shall request from the institution~~
12 ~~written and dated documentation of eligibility for the university based alternative certification~~
13 ~~program to provide to school districts pursuant to KRS 160.345(2)(h).~~

14 ~~—(2) Prior to employment, a superintendent, on behalf of the employing local board of educa-~~
15 ~~tion, shall be responsible for requesting the temporary provisional certificate for world language.~~

16 ~~—(3) The candidate shall submit to the Education Professional Standards Board an official col-~~
17 ~~lege transcript from each college or university attended.~~

18 ~~—(4) All transcripts from institutions outside of the United States shall be accompanied by a~~
19 ~~course-by-course evaluation from the American Association of Collegiate Registrars and Admis-~~
20 ~~sions Officers or a member of NACES®.~~

21 ~~—(5) The employing school district shall submit with Form TC-WL a completed and signed~~
22 ~~copy of the mentoring collaboration agreement with the university based alternative certification~~
23 ~~program as required by Section 4(1)(d) of this administrative regulation.]~~

1 Section 7. Requirements for renewal of the temporary provisional certificate for world lan-
2 guage. (1) A candidate shall be eligible for the first renewal of the temporary provisional certifi-
3 cate for world language upon **application to the EPSB, compliance with 16 KAR 2:010, Sec-**
4 **tion 3(1), and** successful completion of the following requirements:

5 (a) Evidence of employment in a Kentucky school district or nonpublic school in the content
6 area or areas indicated on the initial provisional world language certificate; **and**

7 (b) A minimum of six (6) semester hours or its equivalent from the approved preparation pro-
8 gram. ~~;~~ **and**

9 ~~—(c) Completion of Form TC-WL.]~~

10 (2) A candidate shall be eligible for the final renewal of the temporary provisional certificate
11 for world language upon **application to the EPSB, compliance with 16 KAR 2:010, Section**
12 **3(1), and** successful completion of the following requirements:

13 (a) Evidence of employment in a Kentucky school district or nonpublic school in the content
14 area or areas indicated on the initial provisional world language certificate;

15 (b) A minimum of six (6) semester hours or its equivalent from the approved preparation pro-
16 gram; **and**

17 (c) The required assessments as established in 16 KAR 6:010. ~~;~~ **and**

18 ~~—(d) Completion of Form TC-WL.]~~

19 Section 8. (1) Upon completion of all program requirements of the university based alterna-
20 tive certification program for teachers of world languages ~~[, including successful completion of~~
21 ~~the Kentucky Teacher Internship Program established in KRS 161.030 and 16 KAR 7:010,]~~ the
22 candidate may **apply to the EPSB for the professional certificate.** ~~[make application to the Ed-~~

1 ueation Professional Standards Board for the professional certificate on the form TC-1 which is
2 incorporated by reference in 16 KAR 2:010.]

3 (2) Upon **application to the EPSB, compliance with 16 KAR 2:010, Section 3(1), and** veri-
4 fication that a candidate has met all eligibility requirements for certificate issuance, the
5 **EPSB**[Education Professional Standards Board] shall issue a professional certificate.

6 [~~Section 9. Incorporation by Reference. (1) "Application for World Language Temporary
7 Provisional Certification," Form TC-WL, September 2011, is incorporated by reference.~~

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

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action Item:

Option 7 Institute Proposal, Central Kentucky Educational Cooperative

Staff's Recommendation:

The Education Professional Standards Board (EPSB) should approve the Central Kentucky Educational Cooperatives' (CKEC) Option 7 Institute Proposal.

Rationale:

The Option 7 Institute Proposal submitted by CKEC completed a multi-tiered review process by staff from the Office of Educator Licensure and Effectiveness (OELE) and an external review panel. It was determined that the proposal meets the requirements of KRS 161.048(8) and the guidelines approved by the EPSB. The reviewers recommended the proposal for approval by the EPSB.

Action Question:

Should the EPSB approve CKEC's Option 7 Institute Proposal?

Applicable Statutes and Regulation:

KRS 161.028, KRS 161.048

History/Background:

Existing Policy: KRS 161.048(8) establishes the Option 7 Alternative Route to Certification. This route 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. The temporary provisional certificate may be renewed up to two times. A candidate shall possess: a bachelor's degree with a declared academic major in the area in which certification is sought or a graduate degree in a related field; a minimum grade point average of 2.75 on a 4.0 scale or 3.0 on the last thirty hours of credit completed; a passing score on the Graduate Record Exam or the Praxis Core Academic Skills for Educators; and, a passing score on the academic content assessment in the area in which certification is sought. Prior to receiving the temporary provisional certificate or during the first year of the certificate, the candidate shall complete a 240-hour institute, if pursuing elementary certification, or a 180-hour institute if pursuing middle or secondary certification. The providers and the content of the institute shall be approved by the EPSB.

In October 2019, the EPSB revised the Guidelines for Submitting an Application to Provide an Alternative Route to Certification Institute. These guidelines require that a minimum of half the requisite institute hours shall be completed prior to issuance of the first temporary provisional certificate, and the remainder of the hours shall be completed prior to issuance or during the first temporary provisional certificate. The guidelines also outline the application for providing an Option 7 institute and encourages applicants who are not currently accredited by the EPSB to

demonstrate partnerships with institutions of higher education accredited by the EPSB and school districts/cooperatives recognized by the Kentucky Department of Education.

Previously, two universities applied for and earned approval for Option 7 programs. Northern Kentucky University had approved Option 7 programs 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. While 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.

Summary: The proposal submitted by CKEC is an institute that spans fifteen months from admission to completion for certification for teaching special education, Exceptional Children—Learning and Behavior Disorders, P-12. Candidates admitted to the institute will be employed as full-time teachers in one of the CKEC school districts on a temporary provisional certificate.

The CKEC institute will be a partnership between the cooperative, participating school districts and Campbellsville University. Campbellsville University has agreed to provide the curriculum for the institute. The content, learning tasks and assessments making up the curriculum come from Campbellsville's EPSB-approved undergraduate Learning and Behavior Disorders teacher preparation coursework.

The institute is built around two fundamental ideas: 1) teaching the content and skills necessary for highly effective teaching; and, 2) designing a system of support through mentoring that is responsive to candidates' needs. The institute consists of two primary learning environments. In classroom/workshop settings scheduled throughout the institute calendar, candidates will encounter the knowledge and theory presented by the institute instructor and guest teachers. In clinical settings (their own classrooms), candidates will apply the knowledge and theory under the supervision of mentor teachers and administrators in their schools. These two learning environments will provide an intense, experiential path to certification.

The institute curriculum has been designed so that topics spiral, going deeper in content and skills as candidates gain more experience in school classroom settings. Therefore, candidates will encounter some topics more than once, but learning tasks within the topics will require deeper analysis and more complex application as dictated by candidates' needs from the classroom setting. The institute begins with an intensive summer induction, called Boot Camp, which is designed to prepare candidates for their classroom teaching assignment. The institute calendar is planned with frequent points of contact between the teacher candidate and practicing educators in order to support the candidate in application of learning as a beginning teacher.

The institute staff will monitor and evaluate both program and candidate effectiveness using multiple measures. Institute leaders will use data and feedback from partners to ensure that candidates are effective teachers and to improve the certification experience. Improvement efforts will be informed by data collected and analyzed several times throughout the institute as candidates experience the process.

Candidate performance data and partner feedback will be used to guide improvements in the program components such as curriculum, mentorship and admission procedures. Institute staff will share data collected and initial analyses with an advisory board, which will be established to guide decision-making for the institute. The advisory board will meet formally at least twice during the school year, where members will further the analysis of data and offer improvement advice. The first meeting at the midpoint of the year will be focused on formative data collected and any midpoint corrections that need to be addressed. At the end of the school year, the advisory board will meet as part of the institute's summative evaluation.

Membership of the advisory board consists of a special education professor from a local university, a professor with a background in teacher preparation from a local university, a special education teacher or director from a CKEC school district, a human resources administrator from a CKEC school district, and a superintendent from a CKEC school district.

CKEC's institute proposal is included in the Document Library and requires approval by the EPSB before it may be offered for certification.

Budget Impact: There is no budgetary impact.

Groups Consulted and Brief Summary of Responses:

The program has completed a multi-tiered review process and received a recommendation for approval based on the guidelines approved by the EPSB. OELE staff and an external review team comprised of one individual from an educator preparation provider, one from an educational cooperative and one from a school district have reviewed this program proposal and determined that the program meets the requirements for approval.

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action Item:

Option 7 Institute Proposal, Nelson County Schools

Staff's Recommendation:

The Education Professional Standards Board (EPSB) should approve Nelson County Schools' Option 7 Institute Proposal.

Rationale:

The Option 7 Institute Proposal submitted by Nelson County Schools completed a multi-tiered review process by staff from the Office of Educator Licensure and Effectiveness (OELE) and an external review panel. It was determined that the proposal meets the requirements of KRS 161.048(8) and the guidelines approved by the EPSB. The reviewers recommended the proposal for approval by the EPSB.

Action Question:

Should the EPSB approve Nelson County Schools' Option 7 Institute Proposal?

Applicable Statutes and Regulation:

KRS 161.028, KRS 161.048

History/Background:

Existing Policy: KRS 161.048(8) establishes the Option 7 Alternative Route to Certification. This route 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. The temporary provisional certificate may be renewed up to two times. A candidate shall possess: a bachelor's degree with a declared academic major in the area in which certification is sought or a graduate degree in a related field; a minimum grade point average of 2.75 on a 4.0 scale or 3.0 on the last thirty hours of credit completed; a passing score on the Graduate Record Exam or the Praxis Core Academic Skills for Educators; and, a passing score on the academic content assessment in the area in which certification is sought. Prior to receiving the temporary provisional certificate or during the first year of the certificate, the candidate shall complete a 240-hour institute, if pursuing elementary certification, or a 180-hour institute if pursuing middle or secondary certification. The providers and the content of the institute shall be approved by the EPSB.

In October 2019, the EPSB revised the Guidelines for Submitting an Application to Provide an Alternative Route to Certification Institute. These guidelines require that a minimum of half the requisite institute hours shall be completed prior to issuance of the first temporary provisional certificate, and the remainder of the hours shall be completed prior to issuance or during the first temporary provisional certificate. The guidelines also outline the application for providing an Option 7 institute and encourages applicants who are not currently accredited by the EPSB to

demonstrate partnerships with institutions of higher education accredited by the EPSB and school districts/cooperatives recognized by the Kentucky Department of Education.

Previously, two universities applied for and earned approval for Option 7 programs. Northern Kentucky University had approved Option 7 programs 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. While both 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.

Summary: The proposal submitted by Nelson County Schools is designed for candidates to attain a professional teaching certificate in one of the following areas: 1) elementary education; 2) Learning and Behavior Disorders (LBD), P-12; or, 3) middle, secondary, or 5-12 education in a content area. For elementary and LBD certification, the institute partners with Campbellsville University for candidate completion of four key courses specific to the area of certification.

The institute includes a combination of research-based activities and practices that support the professional growth, development and acquisition of skills for candidates. The approach to the study of curriculum, mentoring and assessments for the middle and secondary certifications include defined-content experiences through whole-cohort instruction (126 hours) and local school professional learning (54 hours). For the elementary and LBD certification, candidates complete an additional 60 clock hours with Campbellsville University.

The model for delivery of content follows a continuum of professional learning and growth that includes knowledge and skill building, implementation and refinement. The institute is structured to introduce candidates to the skills and competencies of instructional practice, to provide clinical practice for implementation of the skills and to offer job-embedded coaching as candidates apply the instructional practice in the context of a classroom setting.

Nelson County includes a description for its quality assurance system. The system is based on guidance outlined by the National Academy of Education's Evaluation of Teacher Preparation Programs: Purposes, Methods, and Policy Options and includes the components identified in the guidelines approved by the EPSB. Nelson County will conduct an ongoing analysis of its assessment data to determine candidate and program performance. The institute's Advisory Panel will analyze the available data regularly throughout the program and will conduct an annual end-of-year summative review of data. The data shall be retained in an electronic portal for regular access by the Advisory Panel. The membership of the Advisory Panel includes a minimum of: one representative from the Campbellsville University School of Education; the Nelson County New Teacher Institute Director; one representative from a Kentucky Educational Co-op; a school district Chief Academic Officer; and, one current practitioner from each of the following sectors: P-5 elementary education, 7-12 middle or secondary education, and P-12 special education – LBD. During each transition point, the Advisory Panel will recommend adjustments to the program following analysis of the data. The purpose of the program review shall be for program self-improvement.

Nelson County's institute proposal is included in the Document Library and requires approval by the EPSB before it may be offered for certification.

Budget Impact: There is no budgetary impact.

Groups Consulted and Brief Summary of Responses:

The program has completed a multi-tiered review process and received a recommendation for approval based on the guidelines approved by the EPSB. OELE staff and an external review team comprised of one individual from an educator preparation provider, one from an educational cooperative and one from a school district have reviewed this program proposal and determined that the program meets the requirements for approval.

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Waiver:

16 KAR 5:040. Request to Waive Student Teacher Days Due to District Closures

Action Question:

Should the Education Professional Standards Board (EPSB) approve the waiver of student teaching days due to district closings?

Applicable Statute or Regulation:

KRS 161.028, 16 KAR 5:040

History/Background:

Existing Policy: 16 KAR 5:040, Section 5 provides that each educator preparation provider (EPP) shall provide a full professional semester to include a period of student teaching for a minimum of seventy full days, or its equivalent, in instructional settings that correspond to the grade levels and content areas of the student teacher's certification program.

Summary: District closures due to COVID-19 have made it impossible for many student teachers to complete seventy full days of student teaching before the close of the Spring 2021 higher education academic semester. District closures are out of the control of the student teachers and the EPPs; however, both have made good faith efforts to complete as many days as possible during the semester. The following EPPs have submitted waivers and a letter of support from their administration: Campbellsville University, Georgetown College, Kentucky Wesleyan College Murray State University, Northern Kentucky University, Transylvania University and the University of the Cumberlands.

Budget Impact: There is no budgetary impact.

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Waiver:

16 KAR 5:040. Alternative Student Teaching Placement Request for Alyssa Francis

Action Question:

Should the Education Professional Standards Board (EPSB) approve Morehead State University's alternative student teaching placement request for Alyssa Francis?

Applicable Statute or Regulation:

KRS 161.028, 16 KAR 5:040

History/Background:

Existing Policy: 16 KAR 5:040 Section 5 (4)(d) requires that a candidate pursuing a primary through grade 12 certificate shall have their student teaching balanced between an elementary school placement and middle/high school placement. Institutions unable to locate a placement aligned with grade level requirements shall submit an alternative placement request to EPSB staff.

Summary: Morehead State University theater student Alyssa Francis is assigned to student teach during the Spring 2021 semester. The county in which Ms. Francis is completing her student teaching, does not have a qualified elementary theater placement available. Morehead State University has located a middle school and high school placement and is requesting that Ms. Francis complete her seventy-day student teaching assignment in the high school and middle school setting.

Budget Impact: There is no budgetary impact.

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Waiver:

16 KAR 3:090. Request to Waive Requirements for Admission to the Director of Special Education Program for Stacy Liguori

Action Question:

Should the Education Professional Standards Board (EPSB) approve Morehead State University's request to waive the admission requirements for Stacy Liguori to allow her to be admitted to Morehead's Director of Special Education program?

Applicable Statute or Regulation:

KRS 161.020, 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 2 of the regulation outlines the prerequisites for admission to all advanced educational leadership certification programs. These prerequisites include qualifications for a Kentucky teaching certificate; admission to the program on the basis of criteria identified by the approved provider; Rank II; and completion of at least three years of full-time, documented teaching experience in a public school or a nonpublic school which meets the state performance standards, or which has been accredited by a regional or national accrediting association. Additionally, Section 8(2) requires that for admission to a Director of Special Education program, at least one year of the requisite teaching experience shall be as a teacher of exceptional children or school psychologist

Summary: Dr. Antony Norman, Dean of the College of Education at Morehead State University has submitted a request to waive 16 KAR 3:090 Section 2(1)(d) and Section 8(2) on behalf of Stacy Liguori. These portions of the regulation require applicants for admission to have completed at least three years of full-time teaching experience, with a minimum of one year as a teacher of exceptional children or school psychologist. According to the university, Ms. Liguori taught for six years from 2003-2009, in school districts within the New York City Board of Education but is unable to substantiate this experience with proof of employment due to moving and the time that has passed since her employment. In 2013, Ms. Liguori provided the EPSB with proof of two years of Social Studies teaching experience in New York from 2007-2009. This, along with proof of her New York certification for teaching social studies was used to issue her Kentucky Professional Certificate for Middle Grades Social Studies, Grades 5-9 and Professional Certificate for Teaching Social Studies, Grades 8-12. The university states that Ms. Liguori was also alternatively certified in New York and that certification did not transfer to Kentucky. Since 2014, Ms. Liguori has been employed as an Academic Programs Consultant in the Kentucky Department of Education's Office

of Special Education and Early Learning. The university requests that Ms. Liguori's previous teaching experience and experience with the Kentucky Department of Education, be considered as appropriate experience to meet requirements for admission to the Director of Special Education program.

Budget Impact: There is no budgetary impact.

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Waiver:

16 KAR 8:020. Request to allow a Master of Higher Education Administration for Rank II for Julia Parsons

Action Question:

Should the Education Professional Standards Board (EPSB) approve the applicant's request to allow the previous master's degree to meet the requirements for Rank II?

Applicable Statute or Regulation:

KRS 161.028, KRS 161.030, 16 KAR 8:020

History/Background:

Existing Policy: KRS 161.1211 sets the standards for Rank II for certified educators as a master's degree in a subject field approved by the EPSB or equivalent continuing education. Per 16 KAR 8:020 Section 2, a master's degree for rank change should either be in the academic content area for which the individual is certified or part of an approved program for rank change completed through a college of education and approved by the EPSB.

Summary: Julia Parsons holds a Professional Certificate for Teaching English, Grades 8 through 12. She also has a master's degree in Higher Education Administration from the University of Louisville. Ms. Parsons requests that the EPSB allow her master's degree to meet the requirements for issuance of Rank II. She states that many of the coursework concepts in leadership and administration are applicable to the K-12 classroom.

Budget Impact: There is no budgetary impact.

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Waiver:

16 KAR 6:010. Request to Waive Five Year Test Recency Requirement for Frederick Whittaker

Action Question:

Should the Education Professional Standards Board (EPSB) approve the applicant's request to allow the expired passing assessment scores to qualify for issuance of a certificate?

Applicable Statute or Regulation:

KRS 161.028, 16 KAR 6:010

History/Background:

Existing Policy: 16 KAR 6:010, Section 4 states "A passing score on an assessment established at the time of administration shall be valid for the purpose of applying for certification for five (5) years from the assessment administration date." The regulation further provides that an educator who fails to complete the EPSB application for certification within the applicable recency period of the assessment shall retake the assessment.

Summary: Frederick Whittaker completed an Option 6 Master of Arts in Teaching (MAT) program at the University of Louisville in 2012 for Middle School Science. Prior to enrolling in that program, Mr. Whittaker began teaching at Saint Francis of Assisi in the Catholic School System in 2002. Since completion of the MAT program, and successful completion of the Kentucky Teacher Internship Program, Mr. Whittaker has been employed as a science teacher for grades 6-8. At the time he completed the MAT program, Mr. Whittaker had passing Praxis II test scores on file and was recommended for the professional certificate by the University of Louisville; however, due to financial hardships and certification not being required in a private school, he did not complete and return the rest of the application that was required for certification to be issued. At this time, Mr. Whittaker may be interested in pursuing employment in a public-school setting but discovered that his test scores are out of date. He is requesting that the EPSB consider his nine years of teaching experience in middle school science after completion of his program and accept his previously reported certification tests scores though the scores are more than five years old.

Budget Impact: There is no budgetary impact.

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Waiver:

16 KAR 6:010. Request to Waive Five Year Test Recency Requirement for April Wilhoite

Action Question:

Should the Education Professional Standards Board (EPSB) approve the applicant's request to allow the expired passing assessment scores to qualify for issuance of a certificate?

Applicable Statute or Regulation:

KRS 161.028, 16 KAR 6:010

History/Background:

Existing Policy: 16 KAR 6:010, Section 4 states "A passing score on an assessment established at the time of administration shall be valid for the purpose of applying for certification for five (5) years from the assessment administration date." The regulation further provides that an educator who fails to complete the EPSB application for certification within the applicable recency period of the assessment shall retake the assessment.

Summary: April Wilhoite completed a Rank II program that included coursework for an English as a Second Language (ESL) endorsement through Asbury University in 2009. At the time of program completion, Asbury recommended Ms. Wilhoite for the rank change and noted that the coursework for the ESL endorsement was completed, but she lacked the Praxis test for the endorsement. Ms. Wilhoite took the ESL test in 2011 but did not follow up with our office to complete an updated application to have the endorsement added. She did follow up with our office in 2015 and was advised to send in the updated application, but it was not received until 2017 upon completion of her principal program. By that time, the ESL Praxis test score was more than five years old. Ms. Wilhoite has continuously been teaching ESL students in her classroom over the years due to her expertise in this area. She is asking the EPSB to allow her Praxis test to qualify for issuance of the endorsement though it is more than five years old.

Budget Impact: There is no budgetary impact.

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Waiver:

16 KAR 6:010. Request to Waive Five Year Test Recency Requirement for Mary Shoemaker

Action Question:

Should the Education Professional Standards Board (EPSB) approve the applicant's request to allow the expired passing assessment scores to qualify for issuance of a certificate?

Applicable Statute or Regulation:

KRS 161.028, 16 KAR 6:010

History/Background:

Existing Policy: 16 KAR 6:010, Section 4 states "A passing score on an assessment established at the time of administration shall be valid for the purpose of applying for certification for five (5) years from the assessment administration date." The regulation further provides that an educator who fails to complete the EPSB application for certification within the applicable recency period of the assessment shall retake the assessment.

Summary: Mary Shoemaker is an experienced Rank 1 teacher who has completed Eastern Kentucky University's Advanced program to add elementary certification to her existing certification. She was issued a one-year certificate that was approved by the EPSB for the 2020-2021 school year. The one-year certificate was approved by the EPSB in response to the test center closures that resulted from COVID-19. This certificate allowed applicants who met all certification requirements, with the exception of passing test scores, to be issued a one-year certificate for the 2020-2021 school year. Those educators who were issued the one-year certificate must successfully complete all required assessments to maintain certification beyond the 2020-2021 school year. Ms. Shoemaker passed three sections of the elementary multiple section test in 2015. She recently passed the math section of the test; however, it was after the other three passing scores expired in 2020. Ms. Shoemaker is asking the EPSB to allow her other three scores to be accepted for issuance of the elementary certificate.

Budget Impact: There is no budgetary impact.

Contact Person:

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action Item:

Option 1 Alternative Route to Certification Application for Stacy Von Roenn

Action Question:

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

Applicable Statute or Regulation:

KRS 161.028, KRS 161.030, KRS 161.048, 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: Jefferson County Public Schools has submitted the CA-265 application and portfolio for Stacy Von Roenn. The district is requesting that the EPSB approve her application for certification in the area of **American Sign Language, All Grades**. The application and portfolio are 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 in the academic area. Jefferson County Public Schools offered the applicant a job teaching American Sign Language, Grades K-12. The EPSB will need to determine if the applicant's work experience constitutes exceptional work experience.

Contact Person:

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KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Action Item:

Option 1 Alternative Route to Certification Application for Cristina Crocker Escribano

Action Question:

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

Applicable Statute or Regulation:

KRS 161.028, KRS 161.030, KRS 161.048, 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: Jefferson County Public Schools has submitted the CA-265 application and portfolio for Cristina Crocker Escribano. The district is requesting that the EPSB approve her application for certification in the area of **Middle School English, Grades 5-9**. The application and portfolio are 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 in the academic area. Jefferson County Public Schools offered the applicant a job teaching Middle Grade English, Grades 5-9. The EPSB will need to determine if the applicant's work experience constitutes exceptional work experience.

Contact Person:

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