

EPSB Mission Statement:

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

EPSB Meeting Agenda

EPSB Offices

100 Airport Road, 3rd Floor, Conference Room A, Frankfort, KY 40601

May 13, 2013

Monday, May 13, 2013

9:00 AM EDT Call to Order

Roll Call

Recognition of Out-Going Board Members

Open Speak

Approval of Consent Items

A. Approval of March 4, 2013 EPSB Minutes (**Pages 1-24**)

B. Approval of Contract (Ms. Ashley Abshire) (**Pages 25-26**)

Report of the Executive Director

A. Report from the Kentucky Department of Education

B. Report from the Council on Postsecondary Education

C. Legislative Update (Ms. Alicia Sneed)

D. Highly Qualified Report (Mr. Mike Carr)

Report of the Chair

A. EPSB Retreat Dates

B. Update from the Committee to Ensure an Ethical Educator Workforce

Presentations

C. Finland Trip (Dr. Mark Wasicsko, Mr. Allen Kennedy)

D. Kentucky Center for Education and Workforce Statistics Report (Charles McGrew)

Information/Discussion Items

A. Alternative Certification Data (Dr. Kim Walters-Parker) (**Pages 27-28**)

B. 16 KAR 9:080. University-Based Alternative Certification Program, Notice of Intent (Dr. Walters-Parker) (**Pages 29-48**)

C. 16 KAR 3:080. Career and Technical Education Administrators, Notice of Intent (**Pages 49-56**) (Mr. Mike Carr)

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D. Awarded Contract (Ms. Abshire) (**Pages 57-58**)

Action Items

A. Future Board Meeting Dates (Ms. Abshire) (**Pages 59-62**)

B. Funding for KTIP in 2014 (Ms. Donna Brockman;
Mr. Gary Freeland) (**Pages 63-64**)

Board Comments

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

Certification Review and Revocation: Pending Litigation Review

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

Adjournment

Next Regular Meeting:
August 2013
EPSB Offices

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The actions delineated below were taken in open session of the EPSB at the March 4, 2013, meeting. This information is provided in summary form; an official record of the meeting is available in the permanent records of the Education Professional Standards Board (EPSB), 100 Airport Road, 3rd Floor, Frankfort, KY 40601

**Education Professional Standards Board (EPSB)
Summary Minutes of the Regular Business Meeting
EPSB Offices, 100 Airport Road, 3rd Floor
Frankfort, Kentucky
March 4, 2013
Consent Item A**

Call to Order

Chair Cassandra Webb called the meeting to order at approximately 9:00 a.m. EST.

Roll Call

The following Board members were present during the March 4, 2013, EPSB meeting: Brandy Beardsley, Bradley Bielski, Barbara Boyd, Ellen Blevins, John DeAtley, Terry Holliday, Allen Kennedy, Marie McMillen, Michael Ross, Sandy Sinclair-Curry, Anthony Strong, Tom Stull, Mark Wasicsko, and Cassandra Webb. Cathy Gunn, Zenaida Smith, and Lorraine Williams were absent.

Board's Mission Statement and Goals

Chair Webb reminded the Board of its mission and goals by reviewing them with the Board and audience.

Open Speak

There were no requests for Open Speak.

Approval of Consent Items

Chair Cassandra Webb requested that Board members identify any items on the consent agenda which they wished to discuss prior to taking final action. No items were asked to be pulled for further discussion.

2013-012

Motion made by Mr. Brad Bielski, seconded by Mr. Mike Ross, to approve the following items on the consent agenda:

Approval of January 7, 2013 EPSB Minutes

Approval of Contracts

Supervisor of Instruction, Asbury University

Environmental Education P-12 Endorsement, Georgetown College

Biological Science, Grades 8-12; Chemistry, Grades 8-12; English, Grades 8-12; Mathematics, Grades 8-12; Social Studies, Grades 8-12 (Bachelor's Level), Spalding University

Vote: *Unanimous*

Dr. Kim Walters-Parker recognized representatives from the universities whose programs were approved.

Report of the Executive Director

Report from the Kentucky Department of Education

Commissioner Terry Holliday reported on recent events at KDE.

* KDE is developing a Professional Growth and Effectiveness System (PGES) that provides more meaningful information about the effectiveness of teachers and principals and can be used to inform professional development and improve practice. Kentucky received an ESEA waiver that requires the state develop, adopt, pilot, implement, and sustain a fair and rigorous evaluation and support system for teachers and leaders. Over the last two years a group has met to develop this system. Currently, KDE is working on legislation to be passed to implement the PGES system.

Report from the Council on Postsecondary Education

Mr. John DeAtley reported on recent events at CPE:

* CPE has begun the tuition setting process which may be finalized in April.

* Work has begun on the budget requests for FY 2015-16.

* In early 2013, the Council, in cooperation with the Kentucky Association of Colleges for Teacher Education, solicited applications from public higher education institutions and P-12 school districts to develop, implement, and evaluate model clinical teacher preparation programs throughout the Commonwealth. This competition focused on partnerships between a public university and a middle school or high school in a large school district and a public university and a middle school or high school in a smaller school district. Seven proposals have been received and at least two proposals will be awarded at the April CPE meeting.

Legislative Update

Ms. Alicia Sneed updated the board on recent legislation. With only seven days left in the 30 day session, more than 670 bills were filed and one bill had been signed into law to allow for capital funding for public universities. Six board members need to be confirmed and will, more than likely, be confirmed at the end of the session.

Report of the Chair

Appointments

Committee to Ensure an Ethical Educator Workforce

Chair Cassandra Webb appointed Sara Green and Michelle Davis to the Committee to Ensure an Ethical Educator Workforce.

Kentucky Advisory Council for Internships

Chair Webb reappointed LuAnn Asbury and Megan Purcell to the Kentucky Advisory Council for Internships. She also appointed Billy Parker, Marie McMillen, and Jeff Castle to the committee.

Committee Reports

Board Retreat Committee

Board Retreat Chair Anthony Strong shared the draft retreat agenda to the Board. The retreat will be on Friday, April 26 through Saturday, April 27. Notification will be sent to Board members once a location has been determined.

Information/Discussion Item

Awarded Contracts

Ashley Abshire informed the board of recently modified KTIP and CTE KTIP contracts.

16 KAR 9:080. University-Based Alternative Certification Program, Notice of Intent

Dr. Kim Walters-Parker reviewed proposed changes to 16 KAR 9:080 with the Board. These changes would ensure that Option 6 programs provide the same or comparable preparation as other approved Kentucky preparation programs. Discussion ensued among the Board regarding the mentoring hours and whether 15 mentoring hours were enough. Dr. Walters-Parker is going to provide the Board with a listing of Kentucky's alternative route to certification programs and each institution's current practice regarding mentoring hours.

Action Items

Option 6 Policy Repeal

2013-013

Motion made by Ms. Marie McMillen, seconded by Dr. Mark Wasicsko, to repeal the policy for approval of alternative route to certification programs.

Vote: *Unanimous*

University of the Cumberlands: Operation of Option 6 Program

President Jim Taylor of the University of the Cumberlands informed the Board of the university's concerns of the EPSB's review of its Option 6 program.

2013-014

Motion made by Ms. McMillen, seconded by Ms. Ellen Blevins, to refer the matter to the Accreditation Audit Committee for further investigation.

Vote: *Unanimous*

KTIP Appeal

2013-015

Motion made by Mr. Ross, seconded by Ms. Brandy Beardsley, to accept the Appeals Committee recommendation that a procedural error by the intern committee makes it impossible to determine if the intern was, in fact, unsuccessful. The internship should be nullified and the intern allowed to repeat the internship without penalty. The Appeals Committee also recommends that the Resource Teacher and the principal attend KTIP training focusing on appropriate feedback.

Vote: *Unanimous*

Board Comments

Ms. Brandy Beardsley asked about speech language pathologists and the 200 hours of field experience in a school setting. Dr. Kim Walters-Parker requested that individuals with questions related to these hours should contact her. Mr. Mike Carr stated that most school language pathologists do not have a teaching certificate. A teaching certificate is not needed to be a school language pathologist in a school district.

Dr. Mark Wasicsko stated that he would like the Board to look at the impact of alternative route to certification programs in Kentucky. He also said that he would like the Board to examine if Specialty Professional Association (SPA) standards should be used and if the EPSB should eliminate the dual nature of its accreditation procedures by only using the NCATE/CAEP accreditation system. Mr. Brown stated that CAEP will be discussed at the spring retreat. The Board further discussed that while alternative route to certifications can only be eliminated by the legislature, the Board can advocate to eliminate these routes if it so chooses. EPSB staff will provide the Board with data on alternative route to certification programs, including the number and types of disciplinary actions taken on candidates in those programs.

**DISCIPLINARY MATTERS:
MINUTES OF CASE REVIEW
March 4, 2013**

Motion made by Mr. Anthony Strong, seconded by Ms. Sinclair-Curry, to go into closed session for the purpose of discussing proposed or pending litigation in accordance with KRS 61.810(1) (c) & (j).

Vote: *Unanimous*

Motion made by Mr. Bradley Bielsky, seconded by Ms. Ellen Blevins, to return to open session.

Vote: *Unanimous*

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

Tom Stull, Allen Kennedy, Brad Bielsky, Barbara Boyd, Brandy Beardsley, Ellen Blevins, Cassandra Webb, Michael Ross, Anthony Strong, Marie McMillen, John DeAtley, Sandra Sinclair-Curry, and Mark Wasicsko.

Attorneys present were Alicia A. Sneed, Cassie Trueblood, Whitney Crowe, Gary Stephens, and Angela Evans.

Initial Case Review

<u>Case Number</u>	<u>Decision</u>
1212785	Hear
1211733	Hear
1211719	Defer for training

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1210606	Admonish
1210625	Admonish
1210612	Hear
1211699	Hear
1211760	Hear
1211707	Defer for training
1212783	Hear
1211665	Defer for training
1212795	Admonish (<i>Ms. Boyd recused</i>)
130112	Defer
1211735	Admonish
1211669	Hear
1211635	Hear (<i>Ms. Webb recused</i>)
1211674	Hear (<i>Ms. Bierdsley and Mr. Ross recused</i>)
1212775	Hear
1211739	Defer for training
1211741	Hear
1211701	Hear
1211686	Hear
1211764	Hear
130139	Hear
1211715	Hear
1211682	Hear
1211695	Hear
1211655	Hear
1208538	Hear
1211713	Hear
1211711	Hear
1211709	Hear
1211723	Admonish
1212789	Defer for training
1211680	Hear
1211653	Admonish
1210621	Admonish
1212773	Hear
1211729	Hear
1211684	Hear
1212802	Admonish
1211727	Hear
1210627	Hear
1208532	Hear
1211717	Admonish
1211762	Hear
1002128	Dismissed
1109759	Dismissed
1210619	Dismissed

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1209550	Dismissed
1209548	Dismissed
1206318	Hear (<i>Mr. Strong recused</i>)
1205312	Hear (<i>Mr. Strong recused</i>)

Character/Fitness Review

<u>Case Number</u>	<u>Decision</u>
134	Approve
121184	Approve
1329	Approve
1332	Approve
1337	Approve
1341	Deny
1342	Deny
1353	Deny
1352	Approve
1351	Deny
1373	Approve
1375	Deny
1379	Approve
1395	Deny
1399	Approve
13100	Approve
121164	Approve
13101	Approve
13109	Approve
13102	Approve
13113	Deny
13117	Approve
13128	Approve
13131	Approve
13132	Approve
13140	Deny
13141	Deny
13127	Approve
13139	Deny
13146	Approve
1393	Defer
1313	Deny
121262	Approve
1326	Approve
1361	Approve
1343	Approve
1390	Approve

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1396	Approve
1388	Approve
13111	Approve
1354	Approve
113103	Approve
121269	Approve
13126	Approve
13136	Approve

Agreed Orders

<u>Case Number</u>	<u>Decision</u>
1203182 (Connie Williams)	<p>Accept Agreed Order suspending Respondent's certificate for a period of seven (7) days from December 13, 2011 through December 19, 2011. Upon acceptance of this agreement by the Board, Respondent shall immediately surrender the original and all copies of her certificate, by personal delivery or first class mail, to the Education Professional Standards Board, 100 Airport Road, Third Floor, Frankfort, Kentucky 40601.</p> <p>Upon acceptance of this agreement by the Board, Respondent's certificate shall be on probation for a period of three (3) years and subject to the following probationary conditions:</p> <ol style="list-style-type: none">1. By March 1, 2013, Respondent shall provide written proof to the Board that she has been assessed by a state certified mental health counselor, as approved by the Board, and is competent to fulfill her duties as an educator. After the initial assessment, Respondent shall continue to submit semiannual written progress reports, by January 1st and July 1st of each year, from her treatment provider stating that she is maintaining the counseling relationship and following all treatment recommendations until such time as the counselor releases her from treatment. Any expense incurred for the assessment or follow-up treatment shall be paid by Respondent. If Respondent fails to satisfy this condition, her certificate shall be automatically suspended until Respondent provides the appropriate written proof to the Board.2. By September 1, 2013, Respondent shall submit written proof to the Board that she has completed twelve (12) hours of professional ethics training, as approved by the Board. Any expense required for said training shall be paid by Respondent. If Respondent fails to satisfy this condition, her certificate shall be automatically suspended until

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

2. During the probationary period, Respondent shall not be convicted of nor enter a guilty or no contest plea to any criminal charge(s) other than minor traffic violations.

Failure to comply with this condition will result in Respondent's certificate being automatically suspended pending Board review and disposition.

3. Respondent shall submit a copy of her current criminal record, as prepared by the Administrative Office of the Courts, by July 1st of each year of the probationary period. Any expense required to satisfy this condition shall be paid by Respondent. If Respondent fails to satisfy this condition, her certificate shall be automatically suspended until Respondent is in compliance.

Vote: *Unanimous (Ms. Blevins recused)*

CF12474 (Kristy Martin) Accept Agreed Order admonishing Respondent for engaging in dishonest conduct by falsifying an application for teacher certification. Regardless of whether the falsification is intentional or negligent, misrepresenting records of fact relating to one's qualifications or fitness violates the Professional Code of Ethics for Kentucky Certified School Personnel. The Board will not tolerate any further incidents of misconduct by Respondent. Upon acceptance of this agreement by the Board, Respondent shall be issued a Kentucky teaching certificate upon providing proof that she has met the academic and testing requirements necessary for issuance of a certificate and has completed the following:

1. Respondent shall provide written proof to the Board that she has been assessed by a state certified mental health counselor, as approved by the Board, and is competent to fulfill her duties as an educator. Any expense for the assessment and written reports shall be paid by Respondent.

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

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

1. If Respondent's mental health counselor makes any treatment recommendations with her assessment,

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

2. Respondent shall not be convicted of nor enter a guilty or no contest plea to any criminal charge(s) other than minor traffic violations. Failure to comply with this condition will result in Respondent's certificate being automatically suspended pending Board review and disposition.

3. Respondent shall submit a current criminal background check, as prepared by the Administrative Office of the Courts, to the Board with any application for renewal of her certification(s) and/or for additional certification(s). Any expense for the criminal background check shall be paid by Respondent. Failure to comply with this condition will result in the denial of all applications for renewal and/or additional certification(s) submitted by Respondent or on her behalf.

Vote: *Unanimous*

1108621 (Rhonda Swann)Accept Agreed Order admonishing Respondent for using inappropriate physical force to control a student's behavior. The Board reminds Respondent that she has a duty to take reasonable measures to protect the health, safety, and emotional well-being of students. In the future, Respondent should be more cognizant of appropriate physical boundaries when disciplining a student. The Board will not tolerate any further incidents of misconduct. By June 1, 2013, Respondent shall submit written proof to the Board that she has successfully completed twelve (12) hours of professional ethics training, as approved by the Board. Any expense required for said training shall be paid by Respondent. If Respondent fails to satisfy this condition, her certificate shall be automatically suspended until Respondent completes the required training and provides the appropriate written proof to the Board. By June 1, 2013, Respondent shall submit written proof to the Board that she has successfully completed six (6) hours of classroom management training, as approved by the Board. Any expense required for said training shall be paid by Respondent. If Respondent fails to satisfy this condition,

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her certificate shall be automatically suspended until Respondent completes the required training and provides the appropriate written proof to the Board.

Vote: *Unanimous (Ms. Boyd recused)*

1110781 (Gretchen Turner) Accept Agreed Order permanently revoking Respondent's certificate. Respondent shall neither apply for, nor be issued, a teaching and/or administrative certificate in the Commonwealth of Kentucky at any time in the future. Upon acceptance of this agreement by the Board, Respondent shall immediately surrender the original and all copies of her certificate, by personal delivery or first class mail, to the Education Professional Standards Board, 100 Airport Road, 3rd Floor, Frankfort, Kentucky 40601.

Vote: *Unanimous*

CF121195 (Ladetra Morgan) Accept Agreed Order which states that upon acceptance of this agreement by the Board, Respondent shall be issued a Kentucky teaching certificate upon providing proof that she has met the academic and testing requirements necessary for issuance of a certificate, and has completed the following:

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

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

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

1. If Respondent's chemical dependency counselor makes any treatment recommendations, Respondent shall comply with the treatment recommendations. Respondent shall submit quarterly written progress reports from her counselor to the Board until such time as the counselor releases her from treatment. Any expense for the treatment and/or written reports shall be paid by Respondent. Failure to comply with this condition will result in Respondent's

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certificate being automatically suspended until Respondent is in compliance.

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

3. Respondent shall submit a copy of her current criminal record, as prepared by the Administrative Office of the Courts, with any application for renewal of her certification(s) and/or for additional certification(s). Any expense required to satisfy this condition shall be paid by Respondent. Failure to comply with this condition will result in the denial of all applications for renewal and/or additional certification(s) submitted by Respondent or on her behalf.

Vote: *Unanimous*

1204226 (Darryl Tumbleson) Accept Agreed Order which states that prior to accepting a certified position in any school district in the Commonwealth of Kentucky, Respondent shall provide written proof to the Board that he has been assessed by a state certified mental health counselor, and is competent to fulfill his duties as an educator. Any expense for the assessment and written reports shall be paid by Respondent. If Respondent fails to satisfy this condition, his certificate shall be automatically suspended until Respondent submits the required written documentation to the Board.

If Respondent's counselor makes any treatment recommendations with his assessment, Respondent shall comply with the treatment recommendations. Respondent shall submit semiannual written progress reports, by January 1st and July 1st of each year, from his treatment provider stating that he is maintaining the counseling relationship and following all treatment recommendations until such time as the counselor releases him from treatment. Any expense for the treatment and written reports shall be paid by Respondent. If Respondent fails to satisfy this condition, his certificate number shall be

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automatically suspended until Respondent submits the required written documentation to the Board.

Vote: *Unanimous*

1205300 (Monica Crowder) Accept Agreed Order admonishing Respondent for unprofessional interactions with students and colleagues. The Board reminds Respondent that as a certified educator, she must treat each student with dignity and respect. Respondent's professional responsibility also requires her to treat colleagues with dignity and respect in all circumstances. The Board expects Respondent to uphold the Professional Code of Ethics for Kentucky Certified School Personnel in the future.

Upon acceptance of this agreement by the Board, Respondent's certificate shall be on probation for a period of two (2) years and subject to the following probationary conditions:

1. By June 1, 2013, Respondent shall submit written proof to the Board that she has completed six (6) hours of anger management training, as approved by the Board. Any expense required for said training shall be paid by Respondent. If Respondent fails to satisfy this condition, her certificate shall be automatically suspended until Respondent completes the required training and provides the appropriate written proof to the Board.
2. By September 1, 2013, Respondent shall submit written proof to the Board that she has completed twelve (12) hours of professional ethics training, as approved by the Board. Any expense required for said training shall be paid by Respondent. If Respondent fails to satisfy this condition, her certificate shall be automatically suspended until Respondent completes the required training and provides the appropriate written proof to the Board.
3. During the probationary period, Respondent shall not receive any disciplinary action from any school district in which she 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 Respondent fails to satisfy this condition, her certificate shall be automatically suspended for a period of thirty (30) days and subject to additional sanctions by the Board pursuant to KRS 161.120.

Vote: *Unanimous (Ms. Blevins recused)*

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1207399 (Bethany Garman) Accept Agreed Order which states that Respondent is hereby deemed ineligible to serve as a Resource Teacher in the Commonwealth of Kentucky. Upon written proof to the Board that she has re-enrolled in and successfully completed the Kentucky Teacher Internship Program Committee training, Respondent's eligibility as a Resource Teacher shall be reinstated.

Vote: *Unanimous (Mr. Ross recused)*

CF12168 (Derrick Mullins) Accept Agreed Order which states that Respondent shall be issued a Kentucky teaching certificate upon providing proof that he has met the academic and testing requirements necessary for issuance of a certificate; however, any teaching certificate issued to Respondent by the Board shall be subject to the following probationary condition for a period of two (2) years:

1. Respondent shall immediately submit to any random drug testing that is requested by the Board and shall have no positive drug tests. Any expense for said testing shall be paid by Respondent. Failure to comply with this condition will result in Respondent's certificate being automatically suspended for further action by the Board.

In order to maintain or obtain any certificate in the future, Respondent shall comply with the following:

1. Respondent shall not be convicted of nor enter a guilty or no contest plea to any criminal charge(s) involving drugs and/or alcohol. Failure to comply with this condition will result in Respondent's certificate being automatically permanently revoked.

2. Respondent shall submit current national and state criminal background reports to the Board with any application for renewal of his certification(s) and/or for additional certification(s). Any expense for the national and state criminal background reports shall be paid by Respondent. Failure to comply with this condition will result in the denial of all applications for renewal and/or additional certification(s) submitted by Respondent or on his behalf.

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

Vote: *Unanimous*

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120129 (Kevin Cooper)

Accept Agreed Order suspending Respondent's certificate for a period of thirty (30) days from the date upon which the Board approves this agreement. During the thirty (30) day suspension period, Respondent shall neither apply for nor be issued a teaching certificate in the Commonwealth of Kentucky. Upon acceptance of this agreement by the Board, Respondent shall immediately surrender his original certificate and all copies of his certificate to the Board by hand delivering or mailing to the following address:
Education Professional Standards Board, 100 Airport Road, 3rd Floor, Frankfort, Kentucky, 40601.

Respondent's certificate shall be subject to the following probationary conditions for a period of two (2) years from the date upon which Respondent accepts a certified position with any school district in Commonwealth of Kentucky:

1. Prior to or within one (1) year of accepting a certified position with any school district in Commonwealth of Kentucky, Respondent shall provide written proof to the Board that he has successfully completed twelve (12) hours of professional development or training, as approved by the Board, on the Professional Code of Ethics for Certified School Personnel. Any expense incurred for said training shall be paid by Respondent.

2. Prior to or within one (1) year of accepting a certified position with any school district in Commonwealth of Kentucky, Respondent shall provide written proof to the Board that he has successfully completed a course, as approved by the Board, in professionalism. Any expense incurred for said training shall be paid by Respondent.

3. For the entirety of the probationary period, Respondent shall provide the Board with biannual written progress reports from his employment supervisor. The biannual written reports shall be due by January 1st and July 1st of each year of the probationary period.

4. For the entirety of the probationary period, Respondent shall receive no disciplinary action involving neglect of duty. "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. By entering into this Agreed Order, Respondent agrees that should he fail to satisfy any of these conditions during the probationary period, his certificate shall be automatically suspended for a period of thirty (30) days. If applicable, at the conclusion of the thirty (30) day suspension,

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Respondent's certificate shall remain suspended until such time as the probationary conditions are met.

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

Vote: *Unanimous (Ms. Boyd recused)*

1203164 (Van Duncan)

Accept Agreed Order admonishing Respondent for making inappropriate and harassing remarks to students. Sexual jokes and innuendo constitute sexually related behavior, and the Professional Code of Ethics for Kentucky Certified School Personnel explicitly prohibits teachers from directing such remarks towards students. Further, Respondent is reminded that he must uphold the Code of Ethics while interacting with students through social networking websites and/or while using any other means of technology. The Board will not tolerate any further incidents of ethical misconduct by Respondent.

Respondent hereby certifies that he is not presently "friends" on any social networking website with any student in any school district in which he is currently or has previously been employed. Examples of a "social networking website" include but are not necessarily limited to Facebook, MySpace, and Twitter.

Respondent's certificate, including any and all endorsements, is hereby subject to the following probationary conditions for a period of five (5) years from the date the Board accepts this Agreed Order:

1. On or before July 1, 2013, Respondent shall undergo a comprehensive alcohol/substance abuse assessment by a Kentucky licensed and/or certified chemical dependency counselor, as approved by the Board, and shall present written evidence to the Board that he has complied with the assessment process and has successfully completed any and all treatment recommendations. If Respondent is not able to complete all treatment recommendations on or before July 1, 2013, he shall submit quarterly written progress reports from his chemical dependency counselor until such time as the counselor releases him from treatment. Any expense for the assessment, treatment and/or written reports shall be paid by Respondent. If Respondent fails to satisfy this condition, his certificate, and any future endorsements or new areas of certification, shall be automatically suspended until Respondent completes the required

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assessment and provides the appropriate written proof to the Board.

2. On or before July 1, 2013, Respondent shall submit written proof to the Board that he has successfully completed a course, as approved by the Board, on sexual harassment awareness. Any expense incurred for said training shall be paid by Respondent. If Respondent fails to satisfy this condition, his certificate, and any future endorsements or new areas of certification, shall be automatically suspended until Respondent completes the required training and provides the appropriate written proof to the Board.

3. On or before January 1, 2014, Respondent shall submit written proof to the Board that he has successfully completed twelve (12) hours of professional development or training, as approved by the Board, on the Professional Code of Ethics for Kentucky Certified School Personnel. Any expense required for said training shall be paid by Respondent. If Respondent fails to satisfy this condition, his certificate, and any future endorsements or new areas of certification, shall be automatically suspended until Respondent completes the required training and provides the appropriate written proof to the Board.

4. On or before July 1st of each year of the probationary period, Respondent shall submit a letter certifying that during the previous school year he was not “friends” on any social networking website with any student in any school district in which he is currently or has previously been employed. Examples of a “social networking website” include but are not necessarily limited to Facebook, MySpace, and Twitter. If Respondent fails to comply with the terms of this paragraph, his certificate, and any future endorsements or new areas of certification, shall be automatically suspended for a period of thirty (30) days. If applicable, at the conclusion of the thirty (30) day suspension, Respondent’s certificate shall remain suspended until Respondent is in compliance.

5. For the entirety of the probationary period, Respondent shall receive no disciplinary action involving inappropriate relationships with students or conduct unbecoming a teacher from any school district in which he is employed. “Disciplinary action” is defined as any public reprimand, suspension, or termination issued by any school district in the Commonwealth of Kentucky and upheld, if requested, by either the tribunal and/or arbitration process. If Respondent fails to satisfy this condition, his certificate,

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and any future endorsements or new areas of certification, shall be automatically suspended for a period of thirty (30) days.

6. For the entirety of the probationary period, Respondent shall not be convicted of nor enter a guilty or no contest plea to any criminal charge(s) other than minor traffic violations. If Respondent fails to satisfy this condition, his certificate, and any future endorsements or new areas of certification, shall be automatically suspended for a period of thirty (30) days.

7. For the entirety of the probationary period, Respondent shall submit current national and state criminal background reports to the Board with any application for renewal of his certification(s) and/or for additional certification(s). Any expense for the national and state criminal background reports shall be paid by Respondent. Failure to comply with this condition will result in the denial of all applications for renewal and/or additional certification(s) submitted by Respondent or on his behalf.

Respondent is aware that should he violate KRS 161.120, either during or following this five (5) year period of probationary conditions, the Board shall initiate new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

1202145 (Dana Adams)

Accept Agreed Order admonishing Respondent for engaging in inappropriate physical interactions with students. A teacher in the Commonwealth of Kentucky has a duty to protect the health, safety, and well-being of students and must remain aware of the line between appropriate and inappropriate physical interaction when disciplining students. The Board will not tolerate any further incidents of misconduct from Respondent. Respondent's certificate is expired. Issuance of any future certificate to Respondent, or on her behalf, is expressly conditioned upon Respondent providing, upon application, written proof to the Board that she has completed twelve (12) hours of professional development or training, as approved by the Board, on the Professional Code of Ethics for Kentucky Certified School Personnel with an emphasis in effective disciplinary techniques. Any expense for this training shall be paid by Respondent. Should Respondent fail to satisfy this condition, the Board shall automatically deny any application submitted by Respondent or on her behalf.

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Upon issuance of any future certificate to Respondent, or on her behalf, Respondent's certificate shall be subject to a five (5) year probationary period. For the entirety of the probationary period, Respondent shall receive no disciplinary action. "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. By entering into this Agreed Order, Respondent agrees that should she fail to satisfy this probationary term, her certificate shall be automatically suspended for further action by the Board.

Respondent is aware that should she violate KRS 161.120, either during or following this five (5) year probationary period, the Board shall initiate new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

1207403 (Erin Dehaven)

Accept Agreed Order which states that Respondent is hereby deemed ineligible to serve as a Resource Teacher in the Commonwealth of Kentucky. Upon written proof to the Board that she has re-enrolled in and successfully completed the Kentucky Teacher Internship Program Committee training, Respondent's eligibility as a Resource Teacher shall be reinstated.

Vote: *Unanimous*

1202123 (Darrell Coburn)

Accept Agreed Order revoking Respondent's certificate for a period of ten (10) years beginning January 1, 2012. Respondent shall surrender the original certificate and all copies of his certificate to the EPSB, by delivering or mailing them to 100 Airport Road, 3rd Floor, Frankfort, Kentucky 40601.

Vote: *Unanimous (Mr. Ross recused)*

1010648 (Joanne Dix-Wisdom)

Accept Agreed Order reminding Respondent that, as an educator, she has a duty to treat all students with dignity and respect. The Board also reminds Respondent that the Kentucky Code of Ethics requires that school personnel refrain from subjecting students to embarrassment or disparagement.

Vote: *Unanimous (Ms. Boyd recused)*

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05-05104 (Michael Simmons) Accept Agreed Order which states that during the time of the incidents in question, Respondent was certified via an alternate route to certification. Respondent's Statement of Eligibility expired in 2009. Respondent has no plans to seek certification in the Commonwealth of Kentucky and agrees that he shall not seek teacher certification in the Commonwealth at any point in the future.

Vote: *Unanimous*

1203158 (John Young) Accept Agreed Order admonishing Respondent for breaching confidentiality. Certified educators in the Commonwealth are required to keep in confidence information acquired about colleagues in the course of employment, unless disclosure serves professional purposes or is required by law. As a principal, it is important that Respondent not discuss confidential matters involving one staff member with other members of the staff. As a leader in the school, you must model the appropriate ethical behavior for your teachers to ensure their compliance with ethical standards. The Board will not tolerate any further incidents of misconduct by Respondent.

By September 1, 2013, Respondent shall submit written proof to the Board that he has completed twelve (12) hours of professional ethics training, with an emphasis on confidentiality, as approved by the Board. Any expense required for said training shall be paid by Respondent. If Respondent fails to satisfy this condition, his certificate shall be automatically suspended until Respondent completes the required training and provides the appropriate written proof to the Board.

By September 1, 2013, Respondent shall submit written proof to the Board that he has successfully completed six (6) hours of sexual harassment awareness training, as approved by the Board. Any expense required for said training shall be paid by Respondent. If Respondent fails to satisfy this condition, his certificate shall be automatically suspended until Respondent completes the required training and provides the appropriate written proof to the Board.

By September 1, 2013, Respondent shall submit written proof to the Board that he has successfully completed a course on how to deal with unacceptable employee behavior, as approved by the Board. Any expense required for said training shall be paid by Respondent. If Respondent fails to satisfy this condition, his certificate

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shall be automatically suspended until Respondent completes the required training and provides the appropriate written proof to the Board.

Vote: *Unanimous*

CF121154 (Desiree Mayfield) Accept Agreed Order which states that upon acceptance of this agreement by the Board, Respondent shall be issued a Kentucky teaching certificate upon providing proof that she has met the academic and testing requirements necessary for issuance of a certificate.

Respondent has submitted proof that she has undergone a comprehensive alcohol/substance abuse assessment.

Respondent has submitted proof that she has completed a course on professional ethics training.

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

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

2. Respondent shall submit a copy of her current criminal record, as prepared by the Administrative Office of the Courts, with any application for renewal of her certification(s) and/or for additional certification(s). Any expense required to satisfy this condition shall be paid by Respondent. Failure to comply with this condition will result in the denial of all applications for renewal and/or additional certification(s) submitted by Respondent or on her behalf.

Vote: *Unanimous*

1111840 (Tim Rowbotham) Accept Agreed Order admonishing Respondent for conduct unbecoming a teacher. As a certified educator, Respondent must strive to uphold the responsibilities of his profession by maintaining a positive learning environment for all. He must treat each student with dignity and respect. The Board expects Respondent to uphold the Professional Code of Ethics.

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By August 1, 2013, Respondent shall submit written proof to the Board that he has completed twelve (12) hours of professional ethics training, with an emphasis on student/teacher boundaries, as approved by the Board. Any expense required for said training shall be paid by Respondent. If Respondent fails to satisfy this condition, his certificate shall be automatically suspended until Respondent completes the required training and provides the appropriate written proof to the Board.

By August 1, 2013, Respondent shall submit written proof to the Board that he has successfully completed three (3) hours of sexual harassment awareness training, as approved by the Board. Any expense required for said training shall be paid by Respondent. If Respondent fails to satisfy this condition, his certificate shall be automatically suspended until Respondent completes the required training and provides the appropriate written proof to the Board.

Vote: *Unanimous*

1206340 (Johnette Brown) Accept Agreed Order admonishing Respondent for conduct unbecoming a teacher. The Board reminds Respondent that, as an educator, she must set a good example for students in her care. Respondent's pattern of violating the traffic laws is a terrible example for students and reflects poorly on the teaching profession as a whole. The Board will tolerate no further acts of misconduct by Respondent.

Vote: *Unanimous*

1207468 (Christina Spalding) Accept Agreed Order suspending Respondent's certificate for a period of six (6) months beginning August 1, 2012. Upon the Board's acceptance of this Order, Respondent shall immediately deliver the original and all copies of her certificate, by mail or hand delivery, to the Education Professional Standard Board, 100 Airport Road, 3rd Floor, Frankfort, Kentucky 40601. Respondent has left the teaching profession. Should Respondent decide to return to the teaching profession, she must meet the following condition: Prior to accepting a certified position, Respondent shall provide written proof to the Board that she has completed twelve (12) hours of Board-approved professional development/training in the area of ethics. Should Respondent violate this condition, her certificate shall be suspended and will remain so until the condition is met.

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Any expense incurred for said training shall be paid by Respondent.

Vote: *Unanimous*

CF121200 (Shomari Moore) Accept Agreed Order Respondent shall be issued a Kentucky teaching certificate upon providing proof that he has met the academic and testing requirements necessary for issuance of a certificate and upon providing proof that he has complied with the following condition:
Prior to being issued any teaching and/or administrative certification in the Commonwealth of Kentucky, Respondent shall undergo a comprehensive substance abuse assessment by a Kentucky licensed and/or certified chemical dependency counselor, as approved by the Board, and shall provide written evidence to the Board that he has complied with the assessment process and has successfully completed any and all treatment recommendations. Any expense for the assessment, treatment and/or written reports shall be paid by Respondent.
In order to maintain or obtain any certificate in the future, Respondent shall comply with the following:
1. Respondent shall not be convicted of nor enter a guilty or no contest plea to any criminal charge(s) other than minor traffic violations. Failure to comply with this condition will result in Respondent's certificate being automatically suspended for further action by the Board.
2. Respondent shall submit current national and state criminal background checks to the Board with any application for renewal of his certification(s) and/or for additional certification(s). Any expense for the criminal background checks shall be paid by Respondent. Failure to comply with this condition will result in the denial of all applications for renewal and/or additional certification(s) submitted by Respondent or on his behalf.
Respondent is aware that should he violate KRS 161.120, the Board shall initiate a new disciplinary action and seek additional sanctions.

Vote: *Unanimous*

1112914 (Sarah Jones) Accept Agreed Order revoking Respondent's certificate. Respondent shall immediately surrender the original and all copies of this certificate to the Education Professional Standards Board, 100 Airport Road, Third Floor, Frankfort, Kentucky 40601. Respondent shall neither apply for nor be

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issued a teaching certificate in the Commonwealth of Kentucky for the remainder of her lifetime.

Vote: *Unanimous (Mr. Stull recused)*

Motion made by Mr. Kennedy, seconded by Ms. Sinclair-Curry, to adjourn the meeting.

Vote: *Unanimous*

Meeting adjourned at 12:45 p.m.

Next Meeting: May 13, 2013
9:00 AM
EPSB Board Room
Frankfort, Kentucky

**EDUCATION PROFESSIONAL STANDARDS BOARD
STAFF NOTE**

Consent Item B

Action Item

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

Applicable Statutes and Regulation

KRS 161.028 (1) (v) (d)

KRS 161.017 (3)

Applicable Goal

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

Issue

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

Background

KRS 161.028 (1) (v) authorizes the EPSB to enter into contracts and KRS 161.017 (3) stipulates that with board approval the executive director may enter into agreements "...to enlist assistance to implement the duties and responsibilities of the board."

We are requesting approval to enter into a Memorandum of Agreement (MOA) with the Kentucky Virtual Campus (KYVC) at the Council for Postsecondary Education. This agreement is to establish the services and costs for KYVC to operate as an eLearning Application Service Provider to enable EPSB to provide online courses and professional development on KyEducators.org. The fee for service is based on an estimated number of enrollment seats for a year. This is a one year agreement beginning July 1, 2013 through June 30, 2014.

- Approximate cost of the contract: \$15,000
- Impact on budget: This MOA does not affect general fund expenditures because it will be charged to the agency restricted funds for the CEO program. The cost of the contract is paid through fees collected from CEO candidates and general funds.
- Type of entity providing service: State agency
- Bidding process: Not required to bid.
- Singular vs. continuing service: Continuing

Alternative Actions

1. Approve the contracts and authorize the executive director to execute these agreements.
2. Do not approve the completion of these agreements and instruct staff to cease related activity and distribution of funds.
3. Request further review of the agreements before completion.

Staff Recommendation

Alternative 1

Rationale

These contracts are necessary to allow EPSB to continue training and testing on KyEducators.org, and to provide funding for mentoring services to teachers that are trying to achieve their National Board certification.

Contact Person:

Ms. Ashley N. Abshire
Executive Assistant
(502) 564-4606
E-mail: Ashley.Abshire@ky.gov

Date:

May 13, 2013

**EDUCATION PROFESSIONAL STANDARDS BOARD
STAFF NOTE**

Information/Discussion Item A

Information Item:

University-based alternative certification program data

Applicable Statutes and Regulation:

KRS 161.027, 161.028(1)(k),(s),(t), and 161.030(10), 161.048
16 KAR 9:080

Applicable Goal:

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

Background:

An Information/Discussion item regarding proposed revisions to regulatory requirements for Option 6 preparation programs, university-based alternative certification programs authorized under 16 KAR 9:080, was initially brought to the Board in March 2013. Since Option 6 program candidates are employed in the positions for which they are being certified, they do not complete the field experiences or practicum/student teaching experiences required for candidates in other certification routes. In place of those experiences, Option 6 requires mentoring be provided by both the preparation program and the employing district. The revisions originally presented in March address the CRACE recommendation regarding mentoring for Option 6 candidates and parallel the mentoring provisions 16 KAR 9:090, which governs university based alternative certification programs for teachers of world languages. During the March meeting, Board members requested additional information be provided for consideration.

The following information is provided at the Board's request under separate cover:

- a. Table 1 (Option 6 Report) summarizes the approved Option 6 programs and reports specific Institutions of Higher Education (IHE) identified mentoring hours.
- b. Table 2 (Option 6 Enrollment Data) reports the number of candidates in each program.
- c. Table 3 summarizes the discipline cases involving educators holding certificates earned via Option 6.

To provide additional contextual information, mentoring requirements for alternative teacher certification in other states were reviewed. Comparisons across states are complicated by the fact that state requirements vary not only in their mentoring policies but also in their admission requirements, coursework (which may have embedded mentoring), previous experience, and assessments. A review of surrounding states' policies will be provided.

Contact Person:

Dr. Kim Walters-Parker, Director
Division of Educator Preparation
(502) 564-4606
E-mail: Kim.Walters-Parker@ky.gov

Date:

May 13, 2013

**EDUCATION PROFESSIONAL STANDARDS BOARD
STAFF NOTE**

Information/Discussion Item B

Information Item:

16 KAR 9:080 University-based Alternative Certification Program, Notice of Intent

Applicable Statutes:

KRS 161.027, 161.028(1)(k), (s), (t), and 161.030(10), 161.048

Applicable Goal:

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

Background:

This item was originally brought to the Board in March 2013. Board members asked for additional information regarding currently approved Option 6 programs and the mentoring requirements of those programs. That information is provided in a separate agenda item.

In January 2010, the Board established the Committee to Review Admissions and Clinical Experiences (CRACE) to explore best practices regarding admissions and clinical experiences for candidates and to provide recommendations to the EPSB. Revisions to 16 KAR 5:020, which governs admission requirements for initial certification programs, and 16 KAR 5:040, which governs admission, placement, and supervision in student teaching, have implemented several CRACE recommendations.

CRACE also made specific recommendations regarding candidates who enter teaching via Option 6, university-based alternative certification programs authorized under 16 KAR 9:080. Option 6 program candidates are employed as teachers, so Option 6 programs cannot include comparable field experience and student teaching components. Rather, Option 6 emphasizes mentoring on the part of both the preparation program and the employing district. The revisions proposed here address the CRACE recommendations regarding mentoring for Option 6 candidates and parallel the mentoring provisions 16 KAR 9:090, which governs university-based alternative certification programs for teachers of world languages.

The proposed changes to 16 KAR 9:080 would ensure that Option 6 programs provide the same or comparable preparation as other approved Kentucky preparation programs:

- a. Explicitly require that applicants to post-baccalaureate alternative certification programs meet the same admission standards established for corresponding traditional programs;
- b. Require that, in addition to meeting the requirements of 16 KAR 5:010, alternative preparation programs provide coursework and mentoring to permit the candidate to maintain employment and complete applicable assessments, including the internship program, within three years (two years for administration certification);

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- c. Define requirements to assess the candidate's educational background and to design a plan to prepare the candidate for program completion and earning the certificate corresponding to the candidate's school placement;
- d. Require that programs provide documentation of eligibility for the alternative certification program so candidates may be considered for employment;
- e. Ensure candidates begin coursework within ninety (90) days of issuance of the eligibility notice;
- f. Require collaboration with the employing school's administration to develop a mentoring plan that includes 15 hours of candidate observation annually, support to meet instructional responsibilities, and university and district mentor contact information;
- g. Require regular communication between the institution and the employing school regarding the candidate;
- h. Require notification to EPSB if a candidate is no longer employed in a position appropriate for continued participation in the alternative certification program;
- i. Specify that participants in alternative certification programs are not required to student teach.

The proposed changes further clarify procedures for initial issuance and renewal of the Temporary Provisional Certificate for Teaching and require the employing district to include with the TC-TP a copy of the mentoring collaboration agreement between the district and the university. The proposed changes further delineate requirements for participation in KTIP and eligibility for the professional certificate upon successful completion thereof. Provisions are made for candidates who fail to complete all requirements during the initial issuance and two renewals of the TC-TP.

The revisions provide comparable preparation for candidates in post-baccalaureate alternative preparation programs for administrators, including the requirements for individual plans to provide mentoring, observation, and support to the candidate and a plan for communication. The proposed regulation presented for the Board's consideration at this time will be placed on the August agenda for possible final action.

Contact Person:

Dr. Kim Walters-Parker, Director
Division of Educator Preparation
(502) 564-4606
E-mail: Kim.Walters-Parker@ky.gov

Date:

May 13, 2013

1 **16 KAR 9:080. University-based alternative certification program.**

2 RELATES TO: KRS 161.027, 161.028(1)(k), (s), (t), 161.030(10), 161.048

3 STATUTORY AUTHORITY: KRS 161.027(1), 161.048(1)(d), (7)

4 NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.048(1)(d) and (7) require
5 ~~requires~~ the Education Professional Standards Board to promulgate administrative regulations
6 establishing the standards and procedures for a university alternative certification option for
7 teacher and administrator certification. This administrative regulation establishes the
8 requirements for entry and completion of the teacher and administrator university-based
9 alternative certification options, the responsibilities of the employing school or school district,
10 and the responsibilities of the approved college or university alternative program.

11 Section 1. Definitions. (1) "Alternative administrator program" means a college or
12 university post baccalaureate administrator preparation program for an individual enrolled
13 concurrently with employment in a local school district as an assistant principal, principal,
14 assistant superintendent, guidance counselor, director of special education, director of pupil
15 personnel, supervisor of instruction, or superintendent.

16 (2) "Alternative teacher program" means a college or university post baccalaureate
17 teacher preparation program for an individual enrolled concurrently with employment as a
18 teacher.

19 Section 2. Admission Requirements. (1) An applicant for a post baccalaureate alternative
20 teacher program shall meet the admission standards for initial certification program established
21 in 16 KAR 5:020.

1 (2) An applicant for an alternative administrator program shall meet the admission
2 standards for the corresponding administrator certification program established in 16 KAR
3 Chapter 3.

4 Section 3. University Requirements for a Post Baccalaureate Alternative Teacher
5 Program. (1) An accredited college or university seeking to offer a post baccalaureate alternative
6 teacher program shall apply to the Education Professional Standards Board for program approval
7 in accordance with 16 KAR 5:010.

8 (2) In addition to the standards for program approval established in 16 KAR 5:010, the
9 educator preparation institution seeking alternative teacher program approval shall design the
10 alternative certification program to provide a candidate with the coursework and mentoring
11 appropriate to permit a candidate to maintain employment in an eligible position and to
12 successfully complete any applicable assessments, including internship programs, within a
13 period of three (3) years for those enrolled in an alternative teacher program.

14 (3) Upon approval, the alternative teacher program unit shall:

15 (a) Assess a candidate's educational background and develop a plan of coursework that
16 shall adequately prepare the candidate for successful completion of the requirements for program
17 completion and certification for the areas and grade ranges that correspond with the candidate's
18 school placement;

19 (b) Provide a candidate written and dated documentation of eligibility for the university
20 alternative certification program so that the candidate may be considered for employment
21 pursuant to KRS 160.345(2)(h);

22 (c) Ensure that a candidate begins course work no later than ninety (90) days from the
23 date the eligibility notice is issued;

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1 (d) Develop a written agreement to provide, in collaboration with the administration of
2 candidate's employing school, mentoring to the candidate in the employment setting which shall
3 include:

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

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

10 3. The name, contact person, and role for the collaborating educator preparation
11 institution mentor; and

12 4. The name and role of all school district mentor teachers;

13 (e) Establish a process to maintain regular communication with the employing school so
14 that the institution and employing school may assist the candidate as needed and address
15 identified areas of improvement; and

16 (f) Notify the Education Professional Standards Board in writing if a candidate's
17 employment in a covered position or enrollment in the alternative certification program
18 permanently ceases.

19 (4) Student teaching shall not be required for program completion.

20 Section 4. Temporary Provisional Certificate for Teaching. (1) The temporary
21 provisional certificate for teaching shall be issued for a validity period not to exceed one (1)
22 year.

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

3 (3) The temporary provisional certificate for teaching shall be:

4 (a) Issued in accordance with a grade level and specialization as recommended by the
5 educator preparation institution on Form TC-TP; and

6 (b) Valid for employment consistent with the area of certification being sought through
7 the preparation program.

8 (4) The temporary provisional certificate for teaching shall be issued at the rank
9 corresponding to the degree held by the teacher applicant in accordance with the requirements
10 established in 16 KAR 8:020.

11 Section 5. Issuance of a Temporary Provisional Certificate for Teaching. (1) Prior to
12 seeking employment in a Kentucky public school, a candidate shall request from the institution
13 written and dated documentation of eligibility for the university based alternative certification
14 program to provide to school districts pursuant to KRS 160.345(2)(h).

15 (2) Prior to employment, a superintendent, on behalf of the employing local board of
16 education, shall be responsible for requesting the temporary provisional certificate.

17 (3) The candidate shall submit to the Education Professional Standards Board an official
18 college transcript from each college or university attended.

19 (4) The employing school district shall submit with Form TC-TP a completed and signed
20 copy of the mentoring collaboration agreement with the university based alternative certification
21 program as required by Section 3(3)(d)) of this administrative regulation.

1 Section 6. Requirements for renewal of the temporary provisional certificate for teaching.

2 (1) A candidate shall be eligible for the first renewal of the temporary provisional certificate

3 upon successful completion of the following requirements:

4 (a) Evidence of employment in a Kentucky school district or nonpublic school in the

5 content area or areas indicated on the initial provisional certificate;

6 (b) A minimum of six (6) semester hours or its equivalent from the approved preparation

7 program; and

8 (c) Completion of Form TC-TP.

9 (2) A candidate shall be eligible for the final renewal of the temporary provisional

10 certificate upon successful completion of the following requirements:

11 (a) Evidence of employment in a Kentucky school district or nonpublic school in the

12 content area or areas indicated on the initial provisional certificate;

13 (b) A minimum of six (6) new semester hours or its equivalent from the approved

14 preparation program;

15 (c) The required assessments as established in 16 KAR 6:010; and

16 (d) Completion of Form TC-TP.

17 Section 7. Post Baccalaureate Alternative Teacher Program Completion Requirements.

18 (1) If the candidate has successfully passed the required assessments as outlined in 16 KAR

19 6:010, and completed the required course work, the institution shall provide written notice to the

20 employing school district that a candidate is eligible to participate in the Kentucky Teacher

21 Internship Program in each subject area covered by the temporary provisional certificate and in

22 accordance with 16 KAR 7:010.

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1 (2) When the candidate is prepared to enroll in the Kentucky Teacher Internship Program,
2 the recommending institution shall complete and sign page five (5) of the TC-TP form and
3 deliver to the employing school district for submission to the Education Professional Standards
4 Board.

5 (3) Upon completion of all program requirements of the university based alternative
6 teacher program, including successful completion of the Kentucky Teacher Internship Program
7 established in KRS 161.030 and 16 KAR 7:010, the candidate may make application to the
8 Education Professional Standards Board for the professional certificate on the form TC-1 which
9 is incorporated by reference in 16 KAR 2:010.

10 (4) Upon verification that a candidate has met all eligibility requirements for certificate
11 issuance, the Education Professional Standards Board shall issue a professional certificate.

12 (5) A candidate who failed to successfully complete the assessments, the internship, or
13 the required coursework during the initial issuance and two (2) renewals of the temporary
14 certificate and who has been transitioned into an institution's traditional educator preparation
15 program, shall be eligible for a Statement of Eligibility upon recommendation of the institution
16 after the candidate's completion of the preparation program and the required assessments.

17 (6) If a candidate fails to complete all alternative program requirements during the initial
18 issuance and two (2) renewals of the temporary provisional certificate, the employing school
19 district may, pursuant to 16 KAR 2:010, 2:120, and 2:180, submit an application for emergency
20 or conditional certification on behalf of the former employee to allow the individual to continue
21 employment.

22 Section 8. University Requirements for a Post Baccalaureate Administrator Program. (1)
23 An accredited college or university seeking to offer a post baccalaureate alternative administrator

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1 program shall apply to the Education Professional Standards Board for program approval in
2 accordance with 16 KAR 5:010.

3 (2) In addition to the standards for program approval established in 16 KAR 5:010, the
4 educator preparation institution seeking alternative administrator program approval shall design
5 the alternative certification program to provide a candidate with the coursework and mentoring
6 appropriate to permit a candidate to maintain employment in an eligible position and
7 successfully complete any applicable assessments, including any internship or training programs,
8 within a period of two (2) years for those enrolled in an alternative administrator program.

9 (3) Upon approval, the alternative administrator program unit shall:

10 (a) Assess a candidate's educational background and develop a plan of coursework that
11 shall adequately prepare the candidate for successful completion of the requirements for program
12 completion and certification for the areas and grade ranges that correspond with the candidate's
13 school placement;

14 (b) Provide a candidate written and dated documentation of eligibility for the university
15 alternative certification program so that the candidate may be considered for employment
16 pursuant to KRS 160.345(2)(h);

17 (c) Ensure that a candidate begins course work no later than ninety (90) days from the
18 date the eligibility notice is issued;

19 (d) Develop a written agreement to provide, in collaboration with the administration of
20 candidate's employing school, mentoring to the candidate in the employment setting which shall
21 include:

22 1. A minimum of fifteen (15) hours of annual observation utilizing university faculty and
23 a district-based mentor of the candidate practicing in the appropriate administrative role;

1 2. A description of how support shall be offered to the candidate to assist the candidate
2 in meeting the candidate's administrative responsibilities;

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

5 4. The name and role of all school district mentors;

6 (e) Establish a process to maintain regular communication with the employing school so
7 that the institution and employing school may assist the candidate as needed and address
8 identified areas of improvement; and

9 (f) Notify the Education Professional Standards Board in writing if a candidate's
10 employment in a covered position or enrollment in the alternative certification program
11 permanently ceases.

12 Section 9. Temporary Provisional Administrative Certificate. (1) The temporary
13 provisional administrative certificate shall be issued for a validity period not to exceed one (1)
14 year.

15 (2) The temporary provisional administrative certificate may be renewed a maximum of
16 one (1) time.

17 (3) The temporary provisional administrative certificate shall be valid for employment in
18 a position consistent with the area of certification being sought through the preparation program.

19 Section 10. Issuance of a Temporary Provisional Certificate for an Administrator. (1)
20 Prior to seeking employment in a Kentucky public school, a candidate shall request from the
21 institution written and dated documentation of eligibility for the university based alternative
22 certification program to provide to school districts pursuant to KRS 160.345(2)(h).

1 (2) Prior to employment, a superintendent, on behalf of the employing local board of
2 education, shall be responsible for requesting the temporary provisional certificate.

3 (3) The candidate shall submit to the Education Professional Standards Board an official
4 college transcript from each college or university attended.

5 (4) The employing school district shall submit with Form TC-TP a completed and signed
6 copy of the mentoring collaboration agreement with the university based alternative certification
7 program as required by Section 8(3)(d) of this administrative regulation.

8 Section 11. Requirements for renewal of the temporary provisional certificate for an
9 administrator. (1) A candidate shall be eligible for no more than one (1) renewal of the
10 temporary provisional certificate.

11 (2) A candidate shall be eligible for renewal of the temporary provisional certificate
12 upon successful completion of the following requirements:

13 (a) Evidence of employment in a Kentucky school district or nonpublic school in the
14 position indicated on the initial provisional certificate;

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

17 (c) Completion of Form TC-TP.

18 Section 12. Post Baccalaureate Administrator Program Completion Requirements. (1)(a)
19 If the alternative administrator candidate for principal certification has successfully passed the
20 required assessments, as outlined in 16 KAR 6:030, and completed the required course work, the
21 institution shall provide written notice to the district that the candidate is eligible to participate in
22 the Kentucky Principal Internship Program in accordance with 16 KAR 7:020.

1 (b) When a principal candidate is ready to enroll in the Kentucky Principal internship
2 Program, the recommending institution shall complete page five (5) of the TC-TP form and
3 deliver the form to the employing school district for submission to the Education Professional
4 Standards Board.

5 (2)(a) An alternative administrator candidate who failed to complete the assessments, the
6 internship, or the required coursework during the initial issuance and one (1) renewal of the
7 temporary provisional certificate and who has been transitioned into an institution's traditional
8 preparation program, shall be eligible for an administrative certificate in the area of study upon
9 recommendation of the institution after the candidate's completion of the preparation program
10 and the required assessments.

11 (b) If the candidate was initially enrolled in the alternative program for principal, the
12 candidate shall be eligible for a Statement of Eligibility upon recommendation of the institution
13 after the candidate's completion of the preparation program and the required assessments.

14 (3)(a) During the period of enrollment in the alternative administrator program, a
15 candidate seeking superintendent certification and serving in a local school district as a
16 superintendent or assistant superintendent shall successfully complete both the coursework in the
17 institution's alternative administrator program as well as the Superintendent Training Program
18 and assessments required in KRS 156.111.

19 (b) The college or university faculty shall maintain contact with the employing school
20 district and the Kentucky Department of Education regarding the completion of coursework to
21 ensure that a superintendent candidate has completed the required coursework to prepare for the
22 assessments and participation in the Superintendent's Training Program.

Agenda Book

1 (4) Upon completion of the alternative program, the assessments, and the internship or
2 Superintendent's Training Program as applicable, the university shall provide a recommendation
3 for the professional certificate on the candidate's TC-1 form.

4 (5) Upon verification that a candidate has met all eligibility requirements for certificate
5 issuance, the Education Professional Standards Board shall issue a professional certificate.

6 ~~[University Requirements. (1) An accredited college or university seeking to offer a post~~
7 ~~baccalaureate alternative teacher or administrator program shall apply to the Education~~
8 ~~Professional Standards Board for program approval in accordance with 16 KAR 5:010.~~

9 ~~(2)(a) In addition to the standards for program approval established in 16 KAR 5:010, the~~
10 ~~educator preparation institution seeking alternative teacher or alternative administrator program~~
11 ~~approval shall develop and publish a plan of selection and admission of candidates to the~~
12 ~~alternative program.~~

13 ~~(b) The plan shall be filed with the Education Professional Standards Board and shall include:~~

14 ~~1. A method to verify that an applicant has a minimum of a bachelor's degree from an accredited~~
15 ~~college or university and the minimum grade point average required for admission to the~~
16 ~~program;~~

17 ~~2. One (1) or more assessments to measure academic proficiency for program admission;~~

18 ~~3. An evaluation of a candidate's disposition for the education profession;~~

19 ~~4. A procedure to ensure that a candidate reviews the Professional Code of Ethics for Kentucky~~
20 ~~School Certified Personnel established in 16 KAR 1:020; and~~

21 ~~5. A copy of the declaration signed by a candidate affirming a commitment to upholding the~~
22 ~~Code of Ethics and acknowledging awareness of information required for state certification.~~

Agenda Book

- 1 ~~(3) The alternative program shall be designed to provide a candidate with the coursework and~~
2 ~~mentoring appropriate to permit a candidate to maintain employment in an eligible position and~~
3 ~~successfully complete any applicable assessments, including internship programs, within a~~
4 ~~period of:~~
- 5 ~~(a) Three (3) years for those enrolled in an alternative teacher program; or~~
6 ~~(b) Two (2) years for those enrolled in an alternative administrator program.~~
- 7 ~~(4) Upon approval, the alternative teacher or administrator program unit shall:~~
- 8 ~~(a) Assess a candidate's educational background and develop a plan of coursework that shall~~
9 ~~adequately prepare the candidate for successful completion of the requirements for program~~
10 ~~completion and certification for the areas and grade ranges that correspond with the candidate's~~
11 ~~school placement;~~
- 12 ~~(b) Provide a candidate written and dated documentation of eligibility for the university~~
13 ~~alternative certification program so that the candidate may be considered for employment~~
14 ~~pursuant to KRS 160.345(2)(h);~~
- 15 ~~(c) Ensure that a candidate begins course work no later than ninety (90) days from the date the~~
16 ~~eligibility notice is issued;~~
- 17 ~~(d) Establish, in consultation with the administration of a candidate's employing school, a~~
18 ~~written plan for mentoring the candidate in the employment setting;~~
- 19 ~~(e) Provide, prior to a candidate's participation in the Kentucky Teacher or Principal Internship~~
20 ~~Program, a minimum of fifteen (15) hours of observation of a candidate in practice in the~~
21 ~~employment setting utilizing university faculty and a district based mentor teacher;~~

Agenda Book

1 ~~(f) Provide effective candidate mentoring by maintaining an adequate number of personnel and~~
2 ~~sufficient resources to ensure that candidates meet professional, state, and institutional standards,~~
3 ~~including successful transition to the professional certificate;~~

4 ~~(g) Maintain regular communications with the employing school so that the institution and~~
5 ~~employing school may assist the candidate as needed and address identified areas of~~
6 ~~improvement; and~~

7 ~~(h) Notify the Education Professional Standards Board in writing if a candidate's employment in~~
8 ~~a covered position or enrollment in the alternative certification program permanently ceases.~~

9 ~~Section 3. Participation in the Alternative Teacher Program. (1) Participation in the institution's~~
10 ~~alternative teacher program shall be available only to individuals who meet the institution's~~
11 ~~alternative program admission requirements.~~

12 ~~(2) A candidate's employment position shall be consistent with the area of certification being~~
13 ~~sought through the preparation program.~~

14 ~~(3) After notice of acceptance into the alternative teacher program and subsequent notification of~~
15 ~~selection for an eligible position, a candidate shall apply for a Temporary Provisional Certificate~~
16 ~~by submitting a completed TC TP Application for Temporary Provisional Certificate to the~~
17 ~~Education Professional Standards Board.~~

18 ~~(4)(a) Upon verification that a candidate has met all eligibility requirements for certificate~~
19 ~~issuance, the Education Professional Standards Board shall issue a temporary provisional~~
20 ~~certificate.~~

21 ~~(b) The temporary provisional certificate shall be:~~

22 ~~1. Issued for a period of one (1) year;~~

23 ~~2. Limited to the employing school district; and~~

Agenda Book

1 ~~3. Contingent upon the candidate's continued enrollment in the alternative preparation program~~
2 ~~and continued employment in an eligible position that corresponds to a candidate's certification~~
3 ~~program.~~

4 ~~(5)(a) A candidate shall be eligible for no more than two (2) renewals of the temporary~~
5 ~~provisional certificate.~~

6 ~~(b) Application for renewal shall be made by submitting a completed TC-TP form.~~

7 ~~(c) The Education Professional Standards Board shall renew the temporary provisional certificate~~
8 ~~upon verification of compliance with all eligibility requirements, including continued enrollment~~
9 ~~in the alternative preparation program and employment in an eligible position.~~

10 ~~(6) If the candidate has successfully passed the required assessments as outlined in 16 KAR~~
11 ~~6:010, and completed the required course work, the institution shall provide written notice to the~~
12 ~~employing school district that a candidate is eligible to participate in the Kentucky Teacher~~
13 ~~Internship Program in each subject area covered by the temporary provisional certificate and in~~
14 ~~accordance with 16 KAR 7:010.~~

15 ~~(7) Upon receipt of the written notification regarding readiness for internship, the employing~~
16 ~~school district shall submit to the Education Professional Standards Board, a Confirmation of~~
17 ~~Employment in electronic form, or hard copy if the electronic system is unavailable.~~

18 ~~(8) A candidate who failed to successfully complete the assessments, the internship, or the~~
19 ~~required coursework during the initial issuance and two (2) renewals of the temporary certificate~~
20 ~~and who has been transitioned into an institution's traditional educator preparation program, shall~~
21 ~~be eligible for a Statement of Eligibility upon recommendation of the institution after the~~
22 ~~candidate's completion of the preparation program and the required assessments.~~

Agenda Book

1 ~~(9) If a candidate fails to complete all alternative program requirements during the initial~~
2 ~~issuance and two (2) renewals of the temporary provisional certificate, the employing school~~
3 ~~district may, pursuant to 16 KAR 2:010, 2:120, and 2:180, submit an application for emergency~~
4 ~~or conditional certification on behalf of the former employee to allow the individual to continue~~
5 ~~employment.~~

6 ~~Section 4. Participation in the Alternative Administrator Program. (1) Participation in the~~
7 ~~university alternative administrator program shall be available only to individuals who meet the~~
8 ~~institution's alternative program admission requirements.~~

9 ~~(2) The employment position shall be consistent with the area of certification being sought~~
10 ~~through the preparation program.~~

11 ~~(3) After notice of acceptance into the alternative administrator program and subsequent~~
12 ~~notification of selection for an eligible position, a candidate shall apply for a temporary~~
13 ~~provisional certificate by submitting a completed TC-TP Application for Temporary Provisional~~
14 ~~Certificate to the Education Professional Standards Board.~~

15 ~~(4)(a) Upon verification that a candidate has met all eligibility requirements for certificate~~
16 ~~issuance, the Education Professional Standards Board shall issue a temporary provisional~~
17 ~~certificate.~~

18 ~~(b) The temporary provisional certificate shall be:~~

19 ~~1. Issued for a period of one (1) year;~~

20 ~~2. Limited to the employing school district; and~~

21 ~~3. Contingent upon the candidate's continued enrollment in the alternative preparation program~~
22 ~~and continued employment in an eligible position that corresponds to a candidate's certification~~
23 ~~program.~~

Agenda Book

- 1 ~~(5)(a) A candidate shall be eligible for no more than one (1) renewal of the temporary~~
2 ~~provisional certificate.~~
- 3 ~~(b) Application for renewal shall be made by submitting a completed TC-TP form.~~
- 4 ~~(c) The Education Professional Standards Board shall renew the temporary provisional certificate~~
5 ~~upon verification of compliance with all eligibility requirements, including continued enrollment~~
6 ~~in the alternative preparation program and employment in an eligible position.~~
- 7 ~~(6)(a) If the alternative administrator candidate for principal certification has successfully passed~~
8 ~~the required assessments, as outlined in 16 KAR 6:030, and completed the required course work,~~
9 ~~the institution shall provide written notice to the district that the candidate is eligible to~~
10 ~~participate in the Kentucky Principal Internship Program in accordance with 16 KAR 7:020.~~
- 11 ~~(b) Upon receipt of the written notification regarding readiness for internship, the employing~~
12 ~~school district shall submit a Confirmation of Employment in electronic form, or hard copy if the~~
13 ~~electronic system is unavailable, to the Education Professional Standards Board and shall assign~~
14 ~~individuals to the internship committee in accordance with the requirements established in KRS~~
15 ~~161.027 and 16 KAR 7:020.~~
- 16 ~~(7)(a) An alternative administrator candidate who failed to complete the assessments, the~~
17 ~~internship, or the required coursework during the initial issuance and one (1) renewal of the~~
18 ~~temporary provisional certificate and who has been transitioned into an institution's traditional~~
19 ~~preparation program, shall be eligible for an administrative certificate in the area of study upon~~
20 ~~recommendation of the institution after the candidate's completion of the preparation program~~
21 ~~and the required assessments.~~

Agenda Book

1 ~~(b) If the candidate was initially enrolled in the alternative program for principal, the candidate~~
2 ~~shall be eligible for a Statement of Eligibility upon recommendation of the institution after the~~
3 ~~candidate's completion of the preparation program and the required assessments.~~

4 ~~(8)(a) During the period of enrollment in the alternative administrator program, a candidate~~
5 ~~seeking superintendent certification and serving in a local school district as a superintendent or~~
6 ~~assistant superintendent shall successfully complete both the coursework in the institution's~~
7 ~~alternative administrator program as well as the Superintendent Training Program and~~
8 ~~assessments required in KRS 156.111.~~

9 ~~(b) The college or university faculty shall maintain contact with the employing school district~~
10 ~~and the Kentucky Department of Education regarding the completion of coursework to ensure~~
11 ~~that a superintendent candidate has completed the required coursework to prepare for the~~
12 ~~assessments and participation in the Superintendent's Training Program.~~

13 ~~Section 5.(1) Upon completion of the alternative program, the assessments, and the internship or~~
14 ~~Superintendent's Training Program as applicable, the university shall provide a recommendation~~
15 ~~for the professional certificate on the candidate's TC-1 form.~~

16 ~~(2) Upon verification that a candidate has met all eligibility requirements for certificate issuance,~~
17 ~~the Education Professional Standards Board shall issue a professional certificate.]~~

18 Section 6. Incorporation by Reference. (1) The following material is incorporated by
19 reference:

20 (a) "Application for Temporary Provisional Certification" Form TC-TP, _____ ~~[May~~
21 ~~2007]~~;

22 (b) "Teacher Internship Statement of Eligibility-Confirmation of Employment as a
23 Teacher", November 2004; and

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1 (c) "Principal Internship Statement of Eligibility-Confirmation of Employment ad
2 Principal/Assistant Principal in an Accredited Kentucky School", May 2005.

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

DRAFT

**EDUCATION PROFESSIONAL STANDARDS BOARD
STAFF NOTE**

Information/Discussion Item C

Information Item:

16 KAR 3:080. Career and technical education administrators

Applicable Statutes:

KRS 161.020, 161.027, 161.028, and 161.030

Applicable Goal:

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

Issue:

Should the EPSB approve amendments to *16 KAR 3:080—Career and technical education administrators?*

Background:

EPSB staff has been asked by the associate commissioner of the Kentucky Department of Education, Office of Career and Technical Education (KDE/OCTE) to propose to the EPSB amending the language in 16 KAR 3:080 to allow those individuals who hold a statement of eligibility or certificate for *Instructional Leadership—Principal, All Grades* to have certificate permission to administer a Kentucky Career and Technical Education School/Center. Currently this type of certificate may only be used for this purpose if the holder also has a valid Kentucky certificate for a career and technical education area and three years of teaching experience in that field. KDE/OCTE officials believe that the preparation program for principals in all K-12 schools is sufficient to administer CTE schools, and that such a change will allow the hiring authorities for these schools to have a wider pool of qualified applicants for vacant CTE school administration positions.

The proposed change has the full support of the KDE Commissioner, the associate commissioner of KDE/OCTE, and the Secretary of Education.

Contact Person:

Mr. Michael C. Carr, Director
Division of Certification
(502) 782-2137
E-mail: Mike.Carr@ky.gov

Date:

May 13, 2013

Agenda Book

1 **16 KAR 3:080. Career and technical education school principals.**

2 RELATES TO: KRS 161.020, KRS 161.027, KRS 161.028, KRS 161.030

3 STATUTORY AUTHORITY: KRS 161.027, KRS 161.028

4 NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.020 requires an educator to
5 hold a certificate of legal qualifications issued by the Education Professional Standards Board
6 prior to being employed in a certified school position. KRS 161.028 authorizes the Education
7 Professional Standards Board to establish the standards for obtaining and maintaining a teaching
8 certificate and KRS 161.027 specifically requires the Education Professional Standards Board to
9 establish the requirements for the preparation and certification of principals. This administrative
10 regulation establishes the certification requirements for career and technical school education
11 principals.

12 Section 1. Application and Renewal Procedures. (1) A certificate for career and
13 technical education school principal shall be issued to an applicant who has:

14 (a) At least three (3) years of teaching experience in a career and technical education
15 teaching assignment;

16 (b) Completed an approved educator preparation program for career and technical
17 education school principal as established in 16 KAR 5:010; and

18 (c) Obtained the specified minimum score on any assessment required by 16 KAR 6:030.

19 (2) Application for an initial certificate for career and technical education school shall be
20 made on "Application for Kentucky Certification or Change in Salary Rank", Form TC-1,
21 incorporated by reference in 16 KAR 2:010.

Agenda Book

1 (3)(a) 1. The initial certificate for career and technical school principal shall be issued for
2 a duration period of one (1) year upon obtaining employment for an internship position as
3 principal or assistant principal of a career and technical school.

4 2. During the period of validity of the one (1) year certificate, the internship program for
5 career and technical school principals as outlined in KRS 161.027 shall be completed.

6 3. Upon successful completion of the internship, the certificate shall be extended for four
7 (4) years.

8 (b) 1. A certificate for career and technical school principal shall be renewed
9 subsequently for five (5) year periods.

10 2. Each five (5) year renewal thereafter shall require the completion of:

11 a. Two (2) years of experience as a career and technical school principal;

12 b. Three (3) semester hours of additional graduate credit related to the position of career
13 and technical school principal; or

14 c. Forty-two (42) hours of approved training selected from programs approved for the
15 Kentucky Effective Instructional Leadership Training Program.

16 3. Application for renewal of a certificate for career and technical education school
17 principal shall be made on Form TC-2, incorporated by reference in 16 KAR 4:060.

18 Section 2. Certifications permissible for position career and technical education school
19 principal. (1). The following certificates shall be valid for the position of school principal:

20 (a) The certificate for career and technical school principal; or

21 (b) A certificate for instructional leadership - school principal.

22 **~~16 KAR 3:080. Career and technical education administrators.~~**

23 RELATES TO: KRS 161.020, 161.025, 161.027, 161.030

Agenda Book

1 ~~STATUTORY AUTHORITY: KRS 156.070, 161.030~~

2 ~~NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.020, 161.025, and 161.030~~

3 ~~require that teachers and other professional school personnel hold certificates of legal~~
4 ~~qualifications for their respective positions to be issued upon completion of programs of~~
5 ~~preparation prescribed and approved by the Education Professional Standards Board;~~
6 ~~furthermore, the teacher education institutions are required to be approved for offering the~~
7 ~~preparation programs corresponding to particular certificates by the Education Professional~~
8 ~~Standards Board. KRS 161.027 establishes testing and internship requirements for principals.~~
9 ~~This administrative regulation establishes appropriate certificate conditions for their issuance and~~
10 ~~renewal, and relates to the corresponding standards and procedures for program approval as~~
11 ~~included in the Kentucky Standards for Preparation Certification of Professional School~~
12 ~~Personnel for career and technical education administrators.~~

13 ~~Section 1. The certificate for administration, supervision, and coordination of vocational~~
14 ~~education issued only through January 4, 1988 under prior versions of this administrative~~
15 ~~regulation shall:~~

16 ~~(1) Not qualify the holder for any vocational education position; and~~

17 ~~(2) Be designated as one of the several requirements for certain positions of~~
18 ~~administration, supervision, and coordination as identified in the Kentucky State Plan for~~
19 ~~Vocational Technical Education, as incorporated by reference in 780 KAR 1:010.~~

20 ~~Section 2. (1) The certificate for career and technical school principal shall be issued in~~
21 ~~accordance with the pertinent Kentucky statutes and Education Professional Standards Board~~
22 ~~administrative regulations to an applicant who has:~~

Agenda Book

1 ~~(a) at least three (3) years of teaching experience in a career and technical education~~
2 ~~teaching assignment; and~~

3 ~~(b) completed the approved program of preparation which corresponds to the certificate~~
4 ~~at a teacher education institution approved under the standards and procedures for approval of~~
5 ~~preparation programs as established in 16 KAR 5:010.~~

6 ~~(2) The certificate shall be issued and renewed in accordance with the provisions of KRS~~
7 ~~161.027, 16 KAR 6:030, and 16 KAR 7:020.~~

8 ~~(3)(a)1. The initial certificate for career and technical school principal shall be issued for~~
9 ~~a duration period of one (1) year upon:~~

10 ~~a successful completion of the approved curriculum and the tests prescribed under KRS 161.027~~
11 ~~and 16 KAR 6:030; and~~

12 ~~b. obtaining employment for an internship position as principal or assistant principal of a~~
13 ~~career and technical school.~~

14 ~~2. During the period of validity of the one (1) year certificate, the internship program for~~
15 ~~career and technical school principals as outlined in KRS 161.027 shall be completed.~~

16 ~~3. Upon successful completion of the internship, the certificate shall be extended for four~~
17 ~~(4) years.~~

18 ~~(b) 1. The certificate shall be renewed subsequently for five (5) year periods.~~

19 ~~2. Each five (5) year renewal thereafter shall require the completion of:~~

20 ~~a. Two (2) years of experience as a career and technical school principal;~~

21 ~~b. Three (3) semester hours of additional graduate credit related to the position of career~~
22 ~~and technical school principal, c. Forty two (42) hours of approved training selected from~~
23 ~~programs approved for the Kentucky Effective Instructional Leadership Training Program.~~

1 ~~(4) In compliance with KRS 161.027, persons applying for the certificate for career and~~
2 ~~technical school principal who satisfy the curriculum requirements and all other prerequisites,~~
3 ~~and who have completed at least two (2) years of successful full-time experience, including at~~
4 ~~least 140 days per year, as a career and technical school principal, within a ten (10) year period~~
5 ~~prior to making application, shall be:~~

6 ~~(a) Exempt from the internship requirements for career and technical school principal;~~
7 ~~and~~
8 ~~(b) required to pass the written examinations required by KRS 161.027 and the governing~~
9 ~~administrative regulation.~~

10 ~~(5)(a) The certificate for career and technical school principal shall be valid for the~~
11 ~~position of principal at a career and technical school.~~

12 ~~(b) The hiring authority of a career and technical school may employ as a principal a~~
13 ~~candidate who possesses the following:~~

- 14 ~~1. A valid Kentucky certificate or statement of eligibility for instructional leadership~~
15 ~~school principal;~~
16 ~~2. A valid Kentucky certificate for a career and technical education; and~~
17 ~~3. A minimum of three (3) years of teaching experience in the field of career and~~
18 ~~technical education.~~

19 ~~Section 3. (1) The certificate for career and technical education principal shall be issued~~
20 ~~in accordance with the pertinent Kentucky statutes to an applicant who has at least three (3) years~~
21 ~~of teaching experience in a career and technical education teaching assignment and who has~~
22 ~~completed the approved program of preparation which corresponds to the certificate at a teacher~~

Agenda Book

1 ~~education institution approved under the standards and procedures of the Education Professional~~
2 ~~Standards Board pursuant to 16 KAR 5:010.~~

3 ~~(2)(a)The certificate for career and technical education principal shall be issued for a~~
4 ~~duration period of five (5) years and shall be renewed subsequently for five (5) year periods.~~

5 ~~(b) Each five (5) year renewal shall require the completion of:~~

6 ~~1. Two (2) years of experience as a supervisor or coordinator of career and technical~~
7 ~~education;~~

8 ~~2. Three (3) semester hours of additional graduate credit related to the position of~~
9 ~~supervisor or coordinator of career and technical education;~~

10 ~~3. Forty two (42) hours of approved training selected from programs approved for the~~
11 ~~Kentucky Effective Instructional Leadership Training Progra~~

**EDUCATION PROFESSIONAL STANDARDS BOARD
STAFF NOTE**

Information/Discussion Item D

Information Item:

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

Applicable Statutes and Regulation:

KRS 161.028 (1) (v) (d)
KRS 161.017 (3)

Applicable Goal:

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

Background:

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

The following new contract was completed and signed by the Executive Director after approval was given by the Board at the October 2012 EPSB meeting to issue an RFP.

Vendor Name	Services	Service Period	Contract Amt.
Chailland, Ryan	Prosecuting Attorney	April 16, 2013 – June 30, 2014	\$ 59,945.13

Groups/Persons Consulted:

N/A

Contact Person:

Ms. Ashley N. Abshire
Executive Assistant
(502) 564-4606
E-mail: Ashley.Abshire@ky.gov

Date:

May 13, 2013

**EDUCATION PROFESSIONAL STANDARDS BOARD
STAFF NOTE**

Action Item A

Action Item:

2013-2014 Meeting Dates

Applicable Statute:

KRS 161.028

Applicable Goal:

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

Background:

As stipulated in KRS 161.028, regular meetings of the board shall be held at least semi-annually on call of the chair. A recommended calendar for 2013-14 is attached.

Alternative Actions:

1. Approve the proposed meeting calendar for 2013-14.
2. Revise and approve the meeting calendar for 2013-14.

Staff Recommendation:

Alternative 1

Rationale:

Meeting dates and places must be scheduled as far in advance as possible to ensure availability of facilities.

Contact Person:

Ms. Ashley Abshire
Executive Assistant
(502) 564-4606
E-mail: Ashley.Abshire@ky.gov

Date:

May 13, 2013

Agenda Book

Proposed 2013-2014 EPSB Meeting Dates

Monday, August 5, 2013

Monday, September 16, 2013

Monday, October 28, 2013

Monday, January 6, 2014

Monday, March 3, 2014

Monday, May 12, 2014

**EDUCATION PROFESSIONAL STANDARDS BOARD
STAFF NOTE**

Action Item B

Action Item:

KRS 161.030 and 16 KAR 7:030. Kentucky Teacher Internship Program and funding scenario

Applicable Statutes and Regulation:

KRS 161.017 (1) (e)

KRS 161.030 (7)

16 KAR 7:030

Applicable Goal:

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

Issue:

Should the Education Professional Standards Board (EPSB) approve the allocation of FY 2014 funds for administering the Kentucky Teacher Internship Program based upon the proposed funding scenario?

Background:

Due to continued budget cuts, limitations were set on the number of interns that could be served and the funds available for resource teachers, teacher educators, substitute teachers, and other necessary expenditures. In recent years, however, the Office of Career and Technical Education (OCTE) has made available Carl D. Perkins Vocational and Technical Funds to assist with the funding of KTIP. Budget constraints have resulted in a delayed allocation to KTIP from the Perkins grant, though EPSB staff members have been informed that a proposal from CTE staff does include financial support for interns in career and technical education classrooms.

Based on the current KTIP allocation, EPSB will set the resource teachers' stipends and hours of out-of-class service, the rate to be paid to universities for teacher educator services, and the maximum number of teachers that can be funded with KTIP funds in 2013-2014. CTE funds will not be included in the budget at this time. The resource teacher stipend will remain at an hourly rate of \$28 per hour for 40 hours in consultation with the intern outside the regular classroom, resulting in a resource teacher stipend of \$1,120 per intern. The EPSB is able to reduce the number of out-of-class hours from 50 to 40 hours due to notwithstanding language included in the biennial budget. The university funding per intern remains the same at \$263, allowing the EPSB to enroll a maximum of 2,364 into KTIP.

The budget spreadsheet is provided under separate cover. Should CTE Perkins funds become available, the maximum enrollment into KTIP will increase to coincide with the number of interns that can be funded by CTE funds.

Alternative Actions:

1. Approve the recommended allocations that set the resource teacher stipend to \$1,120 per intern based on \$28 per hour for 40 hours, the rate to be paid for institution

Agenda Book

services to \$263 per intern, and the maximum number of interns to be funded at 2,364. Allow EPSB staff to make modifications to the maximum number of interns should CTE funds be received.

2. Do not approve the funding scenario.

Staff Recommendation:

Alternative 1

Rationale:

EPSB staff is requesting approval of the allocation of KTIP funds for fiscal year 2014. This allocation will allow staff to communicate to universities and districts the amount of the resource teacher stipend, the number of hours for resource teacher consulting services, the allocation of funds for university services, and the maximum number of interns to be funded. It will also allow EPSB to move forward with contracts for FY 2014 and CTE contracts should Perkins funds become available.

Contact Person:

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Ms. Donna Brockman, Director
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E-mail: RobertL.Brown@ky.gov

Date:

May 13, 2013