

## Agenda Book

### 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, 3<sup>rd</sup> Floor, Conference Room A, Frankfort, KY 40601**

**April 13, 2015**

**Monday, April 13, 2015**

**9:00 AM EDT      Call to Order**

**Roll Call**

**Open Speak**

#### **Approval of Consent Items**

- A. Approval of February 9, 2015 EPSB Minutes (**Pages 1-36**)
- B. 16 KAR 5:040. Request to Waive Student Teaching Requirements (Dr. Kim Walters-Parker) (**Pages 37-40**)

#### **Report of the Executive Director**

- A. Report from the Kentucky Department of Education
- B. Report from the Council on Postsecondary Education
- C. Strategic Plan Update (Mr. Adams)
- D. Network for Transforming Educator Preparation Update (Ms. Adams, Ms. Donna Brockman, Dr. Walters-Parker)
- E. Legislative Update (Ms. Sneed)
- F. Local Educator Assignment Data (LEAD) Report (Mr. John Fields)

#### **Report of the Chair**

#### **Committee Appointments**

Accreditation Audit Committee

Masters Review Committee

#### **Information/Discussion Items**

- A. 16 KAR 2:020. Occupation-based Career and Technical Education Certification, Amendment, Notice of Intent (Mr. Fields) (**Pages 41-48**)
- B. 16 KAR 4:030. Out-of-State Preparation, Amendment, Notice of Intent (Dr. Walters-Parker) (**Pages 49-58**)
- C. Council for the Accreditation of Educator Preparation Standards (Dr. Walters-Parker) (**Pages 59-60**)

## Agenda Book

### **Action Item**

2016 KTIP Funding (Ms. Donna Brockman; Mr. Adams)  
(Pages 61-66)

### **Waivers**

- A. Request for Waiver of the Board's Decision to Notate Periods of Suspension and/or Revocations on Certificates When Reissued, Ms. Kerry Chavira (Ms. Sneed) (Pages 67-68)
- B. Request for Waiver of the Board's Decision to Notate Periods of Suspension and/or Revocations on Certificates When Reissued, Mr. Tim Carver (Ms. Sneed) (Pages 69-70)
- C. 16 KAR 3:010. Request to Waive Admission Requirements Pertaining to the Professional Certificate for Instructional Leadership-Superintendent, All Grades, Eastern Kentucky University on Behalf of Ms. Jackie Rogers (Dr. Walters-Parker) (Pages 71-73)

### **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: June 8, 2015  
EPSB Offices

## Agenda Book

*The actions delineated below were taken in open session of the EPSB at the February 9, 2015, 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, 3<sup>rd</sup> Floor, Frankfort, KY 40601*

**Education Professional Standards Board (EPSB)  
Summary Minutes of the Meeting  
EPSB Offices, 100 Airport Road, 3<sup>rd</sup> Floor  
Frankfort, Kentucky**

### 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 February 9, 2015, EPSB meeting: Brandy Beardsley, Ellen Blevins, Barbara Boyd, Tolya Ellis, Terry Holliday, Allen Kennedy, Robert King, Marie McMillen, Mary John O’Hair, Michael Ross, Laura Schneider, Sandy Sinclair-Curry, Anthony Strong, Cassandra Webb, and David Whaley. Shannon Treece was absent.

#### Board’s Mission Statement

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

#### Open Speak

There were four requests for Open Speak.

##### Thomas Haddock

Mr. Thomas Haddock said he currently serves as KEA president of Boone County and spoke to the Board during Open Speak in December. He asked that the Board change the reporting process for dismissed cases against teachers. Mr. Haddock said that he has been involved in three (3) due process hearings since December and at least one (1) teacher in those hearings was falsely accused. He stated his opinion that the six (6) teachers from his area who spoke during Open Speak at the December meeting made an impact on the Board. He brought two (2) more teachers from his area to speak at the February meeting, and reported his intention to continue appearing at EPSB meetings until he sees changes.

##### Glenn Marsh

Mr. Glenn Marsh introduced himself to the Board and stated that he works with ‘one-percenters’ who often come from psychiatric hospitals. Mr. Marsh said he was falsely accused by a third grader, who was in his class for a week and who, he believed, did not want to be in school. Mr. Marsh said he has faced several ramifications as a result of this accusation and that what happened to him could happen to any teacher. Mr. Marsh gave his opinion that the current investigative misconduct process has a gap between punishment and professionalism. He said the gray area could be clarified by the EPSB establishing procedures and guidelines that are not currently in place. He suggested the following:

## Agenda Book

- 1) Under the EPSB mission statement for Goal 3, *“Every credentialed educator exemplifies behaviors that maintain the dignity and integrity of the profession by adhering to established law and EPSB Code of Ethics”* add an additional strategy that every credentialed educator will be protected from spurious false misrepresentations of actions and decisions taken as they were fulfilling professional duties.
- 2) In the paragraph on the EPSB website under ethics where it states that the EPSB is responsible for investigating and prosecuting all cases of educator misconduct, change the language to read as follows: *“The EPSB is responsible for investigating, prosecuting, or expunging all cases of educator misconduct.”*
- 3) Add a sentence on the EPSB website which is also under ethics to read as follows: *“The EPSB will not allow the public confidence in the public schools to be undermined by sensationalized stories, misuse of publicly shared information, or misrepresentation of actual events.”*

### Kelli Smith

Ms. Kelli Smith introduced herself to the Board as a teacher who sees her profession as part of her identity and who teaches special education, moderate to severe disabilities. She stated that her position requires her to be responsible for more personal tasks than a regular teacher, and the health care needs of some of her students can necessitate incredibly intimate situations. Ms. Smith explained that there was a possibility that a situation could be misconstrued because language and communication deficits were also a disability for many of her students. She said a false allegation against her was something she was forced to think about and she knew two (2) teachers with false accusations who left their careers. She asked the Board to make changes on how allegations are handled.

### Dennis Courtney

Mr. Dennis Courtney introduced himself as an attorney from Murray, Kentucky, who has represented teachers in Western Kentucky for more than 20 years. Mr. Courtney, with his client’s approval, discussed his client’s experience with having a case reported to the EPSB, and what his client endured based upon the accusation. Mr. Courtney said even two years later his client has a cloud over his head. Mr. Courtney stated his opinion that the EPSB should never have received this complaint from the school district. He said the draft regulations brought to the Board are just a start to fixing the disciplinary process.

### New Board Attorney

Chair Cassandra Webb introduced Mr. Michael Head as the EPSB’s new Board attorney from the Attorney General’s office who was assigned to work with the Board. He replaces former Board attorney Angela Evans.

Mr. Head said he worked as a hearing officer for 16 years and is very familiar with the disciplinary process. He said he looks forward to working with the Board.

### **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.

**2015-001**

*Motion made by Ms. Marie McMillen, seconded by Mr. Anthony Strong, to approve the following items on the consent agenda:*

Approval of December 8, 2014 EPSB Minutes

Approval of Contract

Learning and Behavior Disorders P-12 Initial (Bachelor's Level), Alice Lloyd College

Offsite Campus Approval, Western Kentucky

16 KAR 5:040. Request to Waive Requirements Pertaining to Observation of Teacher Candidates During Student Teaching, Western Kentucky University

16 KAR 5:040. Request to Waive Student Teacher Placement Requirements, Dr. Sam Evans on behalf of Anthony Echeveste, Elizabeth Isenhower, Julie Crone, and Rebecca Sledge

16 KAR 5:040. Request to Waive Student Teacher Placement Requirements, Dr. Sam Evans on behalf of Rachel Walters

Remedial Ethics Training, Jefferson County Teachers

**Vote:** *Unanimous*

Dr. Kim Walters-Parker recognized representatives from Alice Lloyd College whose program was approved.

**Report of the Executive Director**

Kentucky Rising Joint Initiative

Executive Director Brown and the National Council on Education and the Economy representatives Tony Mackay (joined by phone from Australia), Felicia Cummings-Smith, and John DeAtley updated the Board on major initiatives surrounding Kentucky Rising. Kentucky Rising is a statewide strategic plan focused on a “cradle- to-career” model to improve the economy of the Commonwealth and the prosperity of citizens of the Commonwealth. The goal is for Kentucky to have a workforce that is among the world’s most highly skilled, globally aware, and globally competent. Key stakeholders in a working group will develop the strategic plan and the strategic plan will address the following components:

- 1) provide strong supports for children and their families before students even arrive at school;
- 2) provide more resources for at-risk students than for others;
- 3) develop world class, highly coherent instructional systems;
- 4) create clear gateways for students through the system, set to global standards, with no dead ends;
- 5) assure an abundant supply of highly effective teachers;
- 6) redesign schools to treat teachers as professionals, with incentives and support to continuously improve their practice and the performance of their students;
- 7) create a highly effective system of career and vocational education and training, built on high academic standards, with pathways both to work and to further education;

## Agenda Book

- 8) create a leadership development system that develops leaders at all levels to manage such systems effectively; and,
- 9) institute a governance system that has the authority and legitimacy to develop coherent and powerful policies and is capable of implementing them at scale.

The next Kentucky Rising meeting was scheduled for February 20, 2015.

Commissioner Holliday said Kentucky is at the forefront because of its collaborative spirit and innovation. President King said it is imperative that the outcomes from this work be that the workforce is globally competent.

Currently, funding for Kentucky Rising is from foundations until a plan is developed for Kentucky Rising.

### **2015-002**

*Motion made by Dr. David Whaley, seconded by Ms. Tolya Ellis, to amend the agenda to add Action Item C. Kentucky Rising Resolution to the agenda.*

**Vote:** *Unanimous*

#### Report from the Kentucky Department of Education (KDE)

The report from KDE was in the Board folders. There were no other questions from the Board.

#### Report from the Council on Postsecondary Education (CPE)

The report from CPE was in the Board folders. There were no other questions from the Board.

#### Strategic Plan Update

Deputy Executive Director Jimmy Adams reported on the strategic plan progress. Dr. Whaley asked why the timeline for CAEP standards is outdated. Chair Webb said that the CAEP standards timeline should be revised with a solid date in order to report on the actual progress.

Dr. Walters-Parker said that CAEP is seeking input on the CAEP handbook through the end of February. An information item on adopting the CAEP standards will be brought to the Board in April. Dr. Whaley expressed his concerns that institutions, particularly those with upcoming accreditations, will be the first affected by the approval of the new standards and will need training. Dr. Walters-Parker said institutions with upcoming accreditations will be given priority for training on the new standards.

#### Literacy Preparation Advisory Committee (LPAC)

Dr. Kim Walters-Parker reported that the Board recently passed 16 KAR 5:060, a literacy regulation. The work of LPAC is now geared toward providing an avenue for those programs affected by the regulation to submit program changes, and working to ensure enough literacy and content educators are available to review changes to the programs. Dr. Whaley asked what the process is for training in literacy documents. Dr. Walters-Parker said the documents will be sent

## Agenda Book

to experienced educators for feedback with special attention to assessments. Webinars will also be offered. Dr. Walters-Parker said guidance in writing will be given to the institutions.

### Council for the Accreditation of Educator Preparation (CAEP) Reporting Data

Dr. Kim Walters-Parker discussed the alignment of the Kentucky educator preparation accountability system elements with the EPSB goals and strategies, CAEP standards, and the proposed federal education regulations.

Commissioner Terry Holliday said his continuing concern is to ensure the existing data sources through the Kentucky Center for Education and Workforce Statistics is used so institutions are not required to give the EPSB existing data. Dr. Walters-Parker said a meeting with the Kentucky Information Technology in Educator Preparation (K-ITEP), a Kentucky Association of Colleges for Teacher Education (KACTE) committee, has been scheduled to discuss data and information available for annual reporting which will address his concern.

President Robert King expressed his concern that the assessment measures offered by Educational Testing Service are not good measures. He asked if there were any discussions for finding other measures for assessing the readiness of teachers. Dr. Walters-Parker said she can research other measures. Chair Webb asked for a system or process that the Board can implement so that stakeholders can have discussions to guide the Board. Dr. Mary John O'Hair said she would like the Board to have formal feedback on stakeholders' concerns. Mr. Brown said that study sessions can be arranged. Ms. Marie McMillen said she would like to see a regular monthly meeting with the deans. Dr. Walters-Parkers said her division could try to engage the deans and chairs monthly or as the institutions prefer.

Mr. Mike Ross said he would like to see measures other than the Principles of Learning and Teaching assessments. Mr. Brown said that is very doable, but he cautioned the Board not to add more measures because none of the assessments are free. He said the Board should think about replacing measures, not adding them.

### Legislative Update

Ms. Alicia Sneed gave an update to the Board. She said 480 bills have been introduced in the House or Senate. No bills that directly affect the EPSB have been introduced. A tracking sheet with the bills that are moving through the House and Senate will be sent to the Board on a regular basis for Board members to track.

### **Report of the Chair**

#### **Committee Appointments**

##### Program and Accreditation Review Committee (PARC)

Chair Webb made the following reappointments to PARC: Margaret Moore, Cindy Parker, Manish Sharma, Debbie Haydon, Renee Campoy, Judi Conrad, Carol Ryan, and Verna Lowe.

Chair Webb made the following new appointments to PARC: Norm Bishop, April Wood, Jason Reeves, Karen Heavin, Amy Lingo, Norma Wheat, Tonya Kirchner, Sherry Powers, Katherine

## Agenda Book

McCormick, Julia Roberts, Margo DelliCarpini, Leah Hoover, Maggie McGatha, and Rosetta Sandidge.

Dr. Whaley asked about the process for appointments. Chair Webb explained that appointments are made by the chair per EPSB policy. She said as a chair she relies heavily on the staff for appointment recommendations, because she does not have the knowledge of all educators across the state. Mr. Brown sends the recommended appointments to the chair and vice chair as a courtesy for review. If the Board would like to change the way appointments to the Board are made it can be done through a policy change.

### Principal Program Review Committee

Chair Webb made the following new appointments to the Principal Program Review Committee: Michael Godbey, Shelley Badgett, Justin Bathon, Jeff Blythe, Nick Carter, Tony Maxwell, Brian Robinson, Laura Pugh, Claudette Herald, Kathy House, Eric Davis, and Lu Young

Chair Webb made the following reappointments to the Principal Program Review Committee: Robert Lyon and Pat Trotter

### **Executive Director Goals**

Chair Webb informed the Board that a committee worked on the evaluation structure for the Executive Director, and it was her and Vice Chair O'Hair's task to meet with Mr. Brown to review the goals. She asked for input from the Board on the goals. Mr. Anthony Strong inquired as to what evaluation instrument would be used to show how Mr. Brown met his goals. He felt an evaluation instrument should be created and when Mr. Brown is evaluated, his goals would be set based on his evaluation. Chair Webb said she felt that the goals are the vision and the instrument would be developed afterwards to measure the goals if the goals are measurable. Discussion ensued on whether the goals or evaluation instrument should be developed initially. It was determined that the goals as presented at the meeting should be called standards on the evaluation instrument and the objectives should be called indicators. For the next step, Chair Webb is going to take the old evaluation form and crosswalk it with the new standards and compare the two.

Ms. Marie McMillen stated she was pleased that Mr. Brown planned to meet with superintendents at cooperatives and have a question and answer session as part of his evaluation. Mr. Brown said a point of concern was that he has no control over the cooperatives' agendas. Chair Webb said she anticipates drafting a letter to the cooperatives requesting he have time on the agendas.

### **Presentations**

#### University of Louisville and University of Kentucky Middle School Clinical Preparation Programs

Dr. O'Hair introduced Dr. Penny Howell, Assistant Professor, Literacy and Middle Grades Teacher Education, University of Louisville, and Dr. Margaret Rintamaa, Clinical Assistant Professor, Middle School Teacher Education, University of Kentucky. Dr. Rintamaa said this presentation is a great example of cross institutional collaboration between the University of Kentucky and University of Louisville. The presentation received praises from the Board. It



was stated that through this program, new teachers will do a great job teaching older teachers and first year teachers can show students they can be successful in different schools.

### **Information/Discussion Items**

#### Awarded Contracts

Mr. Jimmy Adams informed the Board of KTIP and CTE KTIP contract amendments.

#### Mid-Year Budget Report

Mr. Adams reported on the EPSB mid-year budget and said there were no concerns. Everything was in line with what had been budgeted. He added that the National Board Incentive Trust Fund account has been completely expended as of January. Everyone that submitted paperwork for National Board reimbursement was reimbursed.

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

Chair Webb began the discussion on proposed changes to 16 KAR 1:030 by going through each section of the regulation where there were proposed changes. In Section 1, Subsection 2, Mr. Gary Stephens explained the proposed changes to add a subcommittee to review complaints. Discussion ensued and several questions were asked. These questions included the following:

- \*Who should serve on the committee?
- \* How often should the committee meet?
- \* Would the committee members need to recuse themselves once a case is opened and brought before the Board?
- \* Would a review of the complaints be redacted?
- \* Would a subcommittee slow down the process?
- \* Could the committee meet electronically?
- \* Would the complaints be subject to open records if a committee of the Board reviewed the complaints?
- \* Can a subcommittee consist of former board members?

Board attorney Michael Head gave some insight to the Board on the subcommittee process and his experience with past Boards. He told the Board that the Board must look at due process issues and efficiency issues as equally important. Mr. Head recommended that the Board appoint a small committee to meet on the regulation changes and present to the full board once the committee was finished with its charge. Chair Webb explained to Mr. Head that about a year ago the Board appointed the Committee to Ensure an Ethical Educator Workforce (CEEWE) which represented stakeholder groups. Chair Webb said perhaps this committee could resume again and bring back a draft regulation to the Board. Ms. Alicia Sneed proposed that the attorneys attending the Board meeting who represent various stakeholder groups meet and draft a regulation together.

**2015-003**

*Motion made by Mr. Mike Ross, seconded by Ms. Laura Schneider, that a special meeting be held to develop a draft regulation for the Board to review.*

Discussion ensued. It was decided that a stakeholder group of attorneys will meet to discuss changes to the disciplinary regulation prior to the EPSB special meeting. Attorneys identified to be invited to attend the stakeholder meeting were the following: Alicia Sneed and her legal staff, Michael Head, Wayne Young, Dennis Janes, Mary Ruble, Bridget Brown, Dennis Courtney, JoEllen McComb, and John Fogle. If John Fogle is unable to attend then another board attorney such as Mike Owsley, Don Ruberg, or Bob Chenoweth should be invited to attend. Chair Webb announced the special meeting will be held on Monday, March 23, at 9:00a.m.

**Vote:** *Unanimous*

**2015-004**

*Motion made by Mr. Ross, seconded by Ms. Sandy Sinclair-Curry, to authorize Michael Head to meet with attorneys prior to the special meeting to begin this work.*

**Vote:** *Unanimous*

Determining Probable Cause to Take Disciplinary Action Procedure, Amendment, Notice of Intent, New Policy: Policy and Procedure Development and Regulatory Promulgation Procedure, Notice of Intent

**2015-005**

*Motion made by Mr. Ross, seconded by Ms. Marie McMillen to table Information Items D and E.*

**Vote:** *Unanimous*

Progress Report of Option 6 Programs, University of the Cumberland

Drs. Shannon Deaton, Susan Rose, and Barb Kennedy, School of Education, University of the Cumberland, reported on the progress of the Option 6 programs at University of the Cumberland. They reported that university staff have worked on a robust data collection system. It was noted that while the process was painful it did provide opportunities to do great things.

**Action Item**

Kentucky Teacher Internship (KTIP) Appeals

**2015-006**

*Motion made by Ms. McMillen, seconded by Ms. Schneider, to approve the Appeal's Committee recommendation that the decision of unsuccessful is upheld by the intern committee.*

**Vote:** *Unanimous*

**Waiver**

16 KAR 9:080. Request to Waive Admission Requirements, Mr. Michael Dailey

**2015-007**

*Motion made by Ms. Sandy Sinclair-Curry, seconded by Ms. Barbara Boyd, to approve the waiver request for Mr. Michael Dailey.*

**Vote:** *Unanimous*

**Action Item C**

Kentucky Rising Resolution

**2015-008**

*Motion made by Mr. Ross, seconded by Ms. Laura Schneider, to accept the resolution and direct Mr. Brown to sign it.*

**Vote:** *Unanimous*

**Board Comments**

There were no Board comments.

**DISCIPLINARY MATTERS:  
MINUTES OF CASE REVIEW  
February 9, 2015**

*Motion made by Ms. Sandra Sinclair-Curry, seconded by Ms. Marie McMillen, 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 Ms. Sinclair-Curry, seconded by Dr. David Whaley, to return to open session.*

**Vote:** *Unanimous*

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

Cassandra Webb, Michael Ross, Ellen Blevins, Marie McMillen, David Whaley, Laura Schneider, Tolya Ellis, Barbara Boyd, April Wood, Sandra Sinclair-Curry, Mary John O’Hair, Allen Kennedy, Anthony Strong, and Brandy Beardsley.

Attorneys present were Alicia A. Sneed, Cassie Trueblood, Gary Stephens, Chelsea Fannin, Eric Ray, and Michael Head.

## Agenda Book

### Initial Case Review

<u>Case Number</u>	<u>Decision</u>
1410725	Defer
1409695	Hear
1411767	Dismissed
1408638	Dismissed
1409662	Dismissed
1410736	Admonish
1404232	Defer for training
1411775	Dismissed ( <i>Ms. Blevins dissented</i> )
1411786	Hear
1409673	Hear
1409693	Hear
1411777	Hear
1412808	Defer for training
1410734	Hear
1409685	Admonish
1411756	Admonish
1411750	Admonish
1412825	Hear ( <i>Ms. Webb recused</i> )
1410710	Hear
1411748	Defer for training
1411754	Hear
1411746	Dismissed
1411765	Hear
1412806	Hear
1408510	Dismissed
1412804	Dismissed
1411744	Hear
1410719	Defer for training
1408512	Dismissed
1411801	Hear
1411769	Hear
1411788	Hear
1411790	Hear
1407417	Dismissed
07112221	Dismissed

### Character/Fitness Review

<u>Case Number</u>	<u>Decision</u>
141194	Approve
141201	Deny
141205	Approve

## Agenda Book

141206	Defer
141209	Deny
141212	Approve
141213	Approve
141219	Approve
141221	Deny
1514	Approve
1531	Approve
1545	Deny
1511	Approve
1559	Deny
1513	Approve
1512	Approve
1565	Deny
1570	Deny
1541	Approve
1552	Defer
141190	Approve
141218	Approve
141223	Approve
141229	Approve
141230	Approve
1520	Approve
155	Approve
1536	Approve
1528	Approve
1523	Approve
1569	Approve
1546	Approve
1567	Approve

### Agreed Orders

#### Case Number

#### Decision

1310750 (Lisa McClees)

Accept Agreed Order suspending Respondent's certificate for a period of two (2) years from the date the Board approves this Order. 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.

In addition to any educational requirements, reinstatement of Respondent's certificate at the conclusion of the two (2) year suspension period is expressly conditioned upon

## Agenda Book

Respondent providing written evidence that she has complied with the following:

1. Respondent shall provide written proof to the Board that she has completed a comprehensive alcohol/substance abuse assessment by a Kentucky licensed or certified chemical dependency counselor, as approved by the Board. Respondent shall also submit written proof to the Board that she has successfully completed any and all treatment recommendations proposed by the counselor and is competent to fulfill her duties as a certified educator. Any expense for the assessment, treatment, and/or written reports shall be paid by Respondent.
2. Respondent shall provide written proof to the Board that she has successfully completed twelve (12) hours of training on the Professional Code of Ethics for Kentucky Certified School Personnel, as approved by the Board. Any expense incurred for said training shall be paid by Respondent.

If Respondent fails to satisfy these conditions prior to the conclusion of the two (2) year suspension period, her certificate shall not be reinstated until Respondent completes the required training and provides the appropriate written proof to the Board.

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

1. For the entirety of the probationary period, Respondent shall not be convicted of nor enter a guilty or no contest plea to any criminal charge(s) involving the use and/or possession of any controlled substance or alcohol. If Respondent is convicted of, or enters a guilty or no contest plea, to any criminal charge involving the use and/or possession of any controlled substance or alcohol, she shall submit this information to the Board, in writing, within thirty (30) days. Failure to comply with this condition will result in 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 January 1<sup>st</sup> of each year of the probationary period. Any expense required to satisfy this condition shall be paid by Respondent. Failure to comply with this condition will result in Respondent's certificate being automatically suspended until Respondent provides the appropriate written proof to the Board.
4. In accordance with KRS 161.175, Respondent shall submit to random drug testing during the probationary

## Agenda Book

period, to be administered by a provider approved by the Board, and shall receive no drug test positive for illegal substances or in excess of therapeutic levels generally acceptable in the medical community. Any expense required for the drug testing shall be paid by Respondent. Should Respondent fail to satisfy this condition, Respondent's certificate shall be automatically suspended for a period of two (2) years and subject to additional sanctions by the Board pursuant to KRS 161.120. Respondent is aware that should she violate KRS 161.120, the Board shall initiate new disciplinary action and seek additional sanctions.

**Vote:** *Unanimous*

1305361 (Charles Delaney) Accept Agreed Order which states that, on or before March 1, 2015, Respondent shall provide written proof to the Board that he has successfully completed three (3) hours of Administration Code training, as approved by the Board. Any expense incurred for said training shall be paid by Respondent. If Respondent fails to satisfy this condition, Respondent's 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. On or before July 1, 2015, 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 incurred for said training shall be paid by Respondent. If Respondent fails to satisfy this condition, Respondent's 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. This agreement is expressly conditioned upon Respondent agreeing to testify truthfully in any hearing involving her co-Respondents at the Board's request. Should Respondent refuse to do so at any point in the future, the Board may void this Order, reopen this case, and seek additional sanctions against Respondent's certificate.

**Vote:** *Unanimous*

1010632 (Riccardo X) Accept Agreed Order dismissing Case Number 10-10632 without prejudice.

## Agenda Book

### **Vote:** *Unanimous*

- 1205290 (Johnathan Slone) Accept Agreed Order admonishing Respondent for neglect of duty. The Board reminds Respondent that he has a statutory duty to competently perform his duties and to follow all state statutes and regulations relating to schools. The Board will not tolerate any further incidents of misconduct from Respondent.
- Respondent's certificate shall be subject to the following probationary conditions for a period of three (3) years from the date upon which the Board approves this agreement:
1. On or before July 1, 2015, Respondent shall provide written proof to the Board that he has successfully completed the Leadership Institute for School Principals offered through the Kentucky Chamber Foundation. Any expense incurred for said program shall be paid by Respondent. Should Respondent fail to satisfy this condition, Respondent's Professional Certificate for Instructional Leadership – Principal, All Grades, Level 2 shall be automatically suspended for further action by the Board.
  2. On or before January 1, 2016, 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. Should Respondent fail to satisfy this condition, Respondent's certificate shall be automatically suspended for further action by the Board.
  3. 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. If Respondent fails to comply with the requirements of this paragraph, Respondent's certificate, and any future endorsements or new areas of certification, shall be automatically suspended for a period of thirty (30) days. Respondent is aware that should he violate KRS 161.120, either during or following this three (3) year period of probationary conditions, the Board shall initiate new disciplinary action and seek additional sanctions.

### **Vote:** *Unanimous*



## Agenda Book

1106409 (Jonathan Koboski) Accept Agreed Order which states that Respondent shall neither apply for nor be issued any emergency teaching certificate, including emergency substitute certification. Respondent shall only be permitted to apply for temporary provisional or statement of eligibility if he has met the educational requirements. In addition, prior to being issued temporary provisional or statement of eligibility, 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. Any expense for the assessment, treatment and/or written reports shall be paid by Respondent. Should Respondent fail to satisfy this condition, the Board shall deny all applications submitted by Respondent or on his behalf.

**Vote:** *Unanimous*

07112204 (Veronica Davis) Accept Agreed Order which states that Respondent's certificate has lapsed and she is no longer employed in the education profession. Should Respondent decide to return to the profession in the future, she must provide proof of the following prior to being issued or reissued a certificate:

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 he has completed a course on the Professional Code of Ethics for Kentucky Certified School Personnel, as approved by the Board. Any expense required for said training shall be paid by 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

## Agenda Book

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) involving the use and/or possession of any controlled substance or alcohol. If Respondent is convicted of, or enters a guilty or no contest plea, to any criminal charge involving the use and/or possession of any controlled substance or alcohol, she shall submit this information to the Board, in writing, within thirty (30) days. Failure to comply with this condition will result in 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*

1207417 (Rodney Gill)

Accept Agreed Order admonishing Respondent for exercising poor professional judgment, and for neglect of duty. The Board reminds Respondent that he owes an ethical duty to parents to make reasonable efforts to communicate information to them, which should be revealed in the interest of the student. This would include notifying parents that their child was failing his class in a timely manner, and providing the appropriate documentation to his supervisor upon request. The Board will not tolerate any further incidents of misconduct from Respondent.

Upon acceptance of this agreement by the Board, Respondent's certificate shall be subject to the following probationary conditions:

1. Prior to returning from medical leave, Respondent shall provide written proof to the Board that he has been evaluated by a Kentucky licensed or certified physician and is fit to return to the classroom, presents as capable of fulfilling his duties as an educator, is not a danger to himself or others, and is compliant with all treatment recommendations. Any expense incurred for said

## Agenda Book

evaluation, treatment, and/or reports shall be paid by Respondent.

2. On or before February 1, 2016, Respondent shall provide written proof to the Board that he has successfully completed six (6) hours of educator ethics professional development or training, with a focus on the Professional Code of Ethics for Kentucky Certified School Personnel, as approved by the Board. Any expense incurred for said training shall be paid by Respondent. Should Respondent fail to satisfy this condition by February 1, 2016, Respondent's certificate shall be automatically suspended until such condition is satisfied.

3. On or before February 1, 2016, Respondent shall provide written proof to the Board that he has completed three (3) hours of classroom management professional development or training, as approved by the Board. Any expense incurred for said training shall be paid by Respondent. Should Respondent fail to satisfy this condition by February 1, 2016, Respondent's certificate shall be automatically suspended until such condition is satisfied. Respondent is aware that should he violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

### **Vote:** *Unanimous*

1306401 (Jon Maxwell)

Accept Agreed Order admonishing Respondent for using inappropriate physical force to control a student's behavior. An educator in the Commonwealth of Kentucky has a duty to take reasonable measures to protect the health, safety and emotional well-being of students, and must remain aware of the line between appropriate and inappropriate physical contact when interacting with students. Furthermore, the Board reminds Respondent of his duty to maintain the dignity and integrity of the profession at all times. The Board will not tolerate any further incidents of misconduct from Respondent.

Respondent is not currently teaching in the state of Kentucky, and has no immediate plans to return to Kentucky. Should Respondent return to the Kentucky public school system in any capacity that requires certification, he shall first submit written proof to the Board that he has complied with the following conditions:

1. Respondent shall submit written proof to the Board that he has completed twelve (12) hours of professional development or training in the area of educator ethics, with an emphasis on the Professional Code of Ethics for

## Agenda Book

Kentucky Certified School Personnel, as approved by the Board. Any expense for said training shall be paid by Respondent.

2. Respondent shall submit written proof to the Board that he has completed the Kentucky Department of Education's restraint and seclusions training entitled *Promoting Positive Behavior in Schools*. Any expense for said training shall be paid by Respondent.

Should Respondent fail to complete the above conditions prior to returning to the Kentucky public school system, his certificate shall be automatically suspended until such conditions are satisfied. Respondent is aware that should he violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

**Vote:** *Unanimous*

1405285 (Samantha Matthews) Accept Agreed Order admonishing Respondent for bringing a deadly weapon to school. As an educator, Respondent has a duty to protect the health, safety, and emotional wellbeing of students. Additionally, Respondent is required to obey the laws regarding weapons on school campuses. Although there were extenuating circumstances that led to this violation, Respondent is reminded that when she is serving as a teacher she must ensure that her students are safe. No further acts of misconduct by Respondent will be tolerated by Board.

Respondent's certificate is subject to the following probationary conditions from the date of acceptance of this order:

1. Respondent shall provide written proof to the Board that she has taken ETS's Educator Ethics Assessment within two (2) months of its national release tentatively scheduled for the fall of 2015. Any expense incurred for said training shall be paid by Respondent. If Respondent fails to satisfy this condition, any and all certificates issued to Respondent will automatically be suspended until such training is completed and the appropriate written proof is provided to the Board.

2. Respondent shall provide written proof that he has received twelve (12) hours of professional development/training in the area of gun safety and Kentucky deadly weapons laws, as approved by the Board, no later than September 1, 2015. Any expense incurred for said training shall be paid by Respondent. If Respondent fails to satisfy this condition by September 1, 2015, any and

## Agenda Book

all certificates issued to Respondent will automatically be suspended until such training is completed and the appropriate written proof is provided to the Board.

3. Respondent shall provide written evidence to the Board from a Kentucky licensed and/or certified psychiatrist and/or mental health professional, approved by the Board, that she has complied with a comprehensive evaluation and is fit to serve in the classroom, presents as capable of performing her duties as a teacher, is not a danger to herself or others, and is compliant with all treatment recommendations. If the evaluating psychiatrist and/or mental health professional recommends ongoing treatment, Respondent shall present the Board with written annual reports that she is compliant with all treatment recommendations until released from treatment. All treatment providers shall be approved by the Board and the financial cost of any treatment and/or reports is to be paid by Respondent.

4. Respondent shall have no further disciplinary action involving deadly weapons. "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 the tribunal amends the disciplinary action or if Respondent agrees to amend the disciplinary action through arbitration, the new disciplinary action if a suspension, termination, or public reprimand shall be considered a violation of this condition. Should Respondent violate this condition, Respondent's certificate shall be automatically suspended for a period of one (1) year and subject to additional sanctions by the Board pursuant to KRS 161.120.

5. Respondent shall have no criminal convictions involving deadly weapons or assault. Respondent shall submit a state criminal background records report to the Board with all future applications for certification or certification renewal. Any expense for the state criminal background records report shall be paid by Respondent. If Respondent is convicted for any crime involving deadly weapons or assault, any and all certificates issued to Respondent shall be automatically suspended and a new disciplinary case initiated.

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

**Vote:** *Unanimous*

## Agenda Book

1212783 (Sandra Von Handorf) Accept Agreed Order dismissing Case Number 12-12783 without prejudice.

**Vote:** *Unanimous*

1311817 (Megan Mathis) Accept Agreed Order suspending Respondent's certificate for a period of one (1) year from the date upon which the Board approves this agreement. Respondent shall neither apply for, nor be issued, a teaching certificate in the Commonwealth of Kentucky during the suspension period. Upon acceptance of this agreement by the Board, Respondent shall immediately surrender the original and all copies of her certificate to the EPSB, by delivering or mailing to 100 Airport Road, 3<sup>rd</sup> Floor, Frankfort, Kentucky 40601.

Prior to reinstatement of Respondent's certificate at the conclusion of the one (1) year suspension period, Respondent must comply with the following conditions:

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. Respondent shall provide proof that she has complied with any treatment recommendations proposed by the mental health counselor and shall continue to provide treatment records to the Board until she has been released from treatment by the counselor. Any expense incurred for the assessment or follow-up treatment 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.

Should Respondent fail to satisfy any of these conditions, Respondent's certificate shall not be reinstated.

Upon reinstatement, Respondent's certificate, and any future endorsements or new areas of certification, shall be subject to the following permanent probationary conditions:

1. For the entirety of the probationary period, Respondent shall not hold a certified position in any school district in the Commonwealth of Kentucky that allows her access to money or financial accounts. Respondent shall file documentation substantiating that she does not hold such position by July 1<sup>st</sup> of each year. If Respondent is required to collect money from students in a classroom setting, Respondent shall establish safety protocols with the school principal to ensure that any funds collected are properly

## Agenda Book

accounted and shall file these safety protocols with the Board prior to the collection of any money.

2. For the entirety of the probationary period, Respondent shall receive no disciplinary action involving fiscal mismanagement. "Disciplinary action" is defined as any public reprimand, suspension, or termination issued by any school district in the Commonwealth of Kentucky and upheld, if requested, by either a tribunal and/or arbitration process.

By entering into this Agreed Order, Respondent agrees that should she fail to satisfy any of these conditions during the probationary period, Respondent's certificate shall be automatically suspended for a period of six (6) months. If applicable, at the conclusion of the six (6) month suspension, Respondent's certificate shall remain suspended until such time as the probationary conditions are met.

Respondent is aware that should she violate KRS 161.120, during the probationary period, the Board shall initiate new disciplinary action and seek additional sanctions.

### **Vote:** *Unanimous*

1306393 (Daniel Dixon)

Accept Agreed Order admonishing Respondent for conduct unbecoming a teacher. As an educator, Respondent has a duty to maintain the dignity and integrity of the profession as well as a duty to refrain from demonstrating a willful or careless disregard for the health, welfare, and safety of others. The Board will not tolerate any further incidents of misconduct from Respondent.

Respondent's certificate, and any future endorsements or new areas of certification, shall be subject to the following probationary conditions for a period of five (5) years from the date the Board accepts this Agreed Order:

1. For the entirety of the probationary period, Respondent shall remain in compliance with all court orders related to Warren District Court Case Number 11-M-3722. Failure to comply with this condition will result in Respondent's certificate being automatically suspended for further action by the Board.

2. On or before March 1, 2015, Respondent shall undergo an anger management assessment by a licensed clinical provider, 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 all treatment recommendations. Any expense for the assessment, treatment, and/or written reports shall be paid

## Agenda Book

by Respondent. If Respondent fails to comply with the requirements of this paragraph on or before March 1, 2015, Respondent's certificate, and any future endorsements or new areas of certification, shall be automatically suspended until Respondent submits the required written proof to the Board.

3. On or before July 1, 2015, Respondent shall provide written proof to the Board that he has successfully completed twelve (12) hours of training or professional development, as approved by the Board, on the Professional Code of Ethics for Kentucky Certified School Personnel. Any expense incurred for said training shall be paid by Respondent. If Respondent fails to comply with the requirements of this paragraph on or before July 1, 2015, Respondent's certificate, and any future endorsements or new areas of certification, shall be automatically suspended until Respondent submits the required written proof to the Board.

4. 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. Failure to comply with this condition will result in an automatic one (1) year suspension of Respondent's certificate.

5. 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*

1405270 (Pamela Allen)

Accept Agreed Order reminding Respondent that disputes between educational colleagues should not take place in front of students. Educators have a duty to exemplify behaviors that maintain the dignity and integrity of the profession. The Board acknowledges that educators working in close proximity will have work place issues



## Agenda Book

arise from time to time, but those issues need to be worked out privately and not in front of students.

Additionally, Respondent's certificate is subject to the following probationary condition from the date of acceptance of this order by the Board:

1. Respondent shall provide written proof to the Board that she has received six (6) hours of professional development/training in the area of anger management, as approved by the Board, no later than March 1, 2015. Any expense incurred for said training shall be paid by Respondent. If Respondent fails to satisfy this condition by March 1, 2015, any and all certificates issued to Respondent will automatically be suspended until such training is completed and the appropriate written proof is provided to the Board; and
2. Respondent shall provide written proof that she has received six (6) hours professional development/training in the area of ethics, as approved by the Board, no later than March 1, 2015. Any expense incurred for said training shall be paid by Respondent. If Respondent fails to satisfy this condition by March 1, 2015, any and all certificates issued to Respondent will automatically be suspended until such training is completed and the appropriate written proof is provided to the Board.

**Vote:** *Unanimous*

- 1402118 (Dana McCubbin) Accept Agreed Order admonishing Respondent by the Board for neglecting her duties as an educator by continually missing instructional school days. Additionally, Respondent's certificate is subject to the following probationary condition from the date of acceptance of this order by the Board:
- Before applying to any education position, Respondent shall provide written proof to the Board that she has received twelve (12) hours of professional development/training in the area of ethics, as approved by the Board. Any expense incurred for said training shall be paid by Respondent. If Respondent fails to satisfy this condition before applying to any education position, any and all certificates issued to Respondent will automatically be suspended until such training is completed and the appropriate written proof is provided to the Board.

**Vote:** *Unanimous (Ms. Blevins recused)*

## Agenda Book

- 1404229 (Terry Jones) Accept Agreed Order which states that Respondent shall surrender his teaching and administrative certificates. 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. Respondent shall surrender the original certificate and all copies of his certificate to the EPSB, by delivering or mailing them to 100 Airport Road, 3<sup>rd</sup> Floor, Frankfort, Kentucky 40601.
- Vote:** *Unanimous*
- 1405287 (Rebecca Boling) Accept Agreed Order admonishing Respondent for failing to properly maintain the dignity and integrity of the profession. Additionally, KRS 161.120(1)(f) prohibits educators from possessing, using, or being under the influence of alcohol during the performance of their duties. The consumption or possession of alcohol in any amount or form on school property or during the performance of an educator's duties will not be tolerated by the Board. Respondent is currently a retired educator, however if Respondent chooses to return to the classroom in any capacity, she shall completed twelve (12) hours of ethics training prior, as approved by the Board, prior to seeking re-employment as a teacher. Any expense incurred for said training shall be paid by Respondent. If Respondent fails to complete the above training prior to returning to the classroom, her Kentucky teaching certificate shall be automatically suspended until she provides proof to the Board that she has completed the above required twelve (12) hours of ethics training.
- Vote:** *Unanimous*
- 140237 (Laura Munson) Accept Agreed Order suspending Respondent's certificate for a period of two (2) years beginning January 1, 2014. Upon acceptance of this agreement by the Board, Respondent shall immediately surrender the original and all copies of this certificate, by first class mail or personal delivery, to the Education Professional Standards Board, 100 Airport Road, Third Floor, Frankfort, Kentucky 40601. Prior to reinstatement of Respondent's certificate, Respondent shall comply with the following.
1. Respondent shall undergo a comprehensive substance abuse assessment by a Kentucky licensed or certified chemical dependency counselor, approved by the Board, and present written evidence to the Board that she has complied with the assessment process and has either

## Agenda Book

successfully completed or is working toward completing any and all treatment recommendations and is fit to fulfill her duties as an educator. Any expense for the assessment, treatment, and/or written reports shall be paid by Respondent.

2. Respondent shall provide written evidence to the Board that she has completed twelve (12) hours of professional development/training in ethics as approved by the Board and at her own expense.

If Respondent fails to satisfy either of these conditions, Respondent's certificate shall not be reinstated until all conditions are met.

Upon reinstatement, Respondent's certificate, including any future endorsements or new areas of certification, shall be subject to the following probationary conditions for a period of five (5) years.

1. If Respondent is not able to complete all chemical dependency treatment recommendations prior to reinstatement of her certificate, she shall submit quarterly written progress reports from her chemical dependency counselor until such time as the counselor releases her from treatment or the probationary period ends, whichever comes first. Each progress report shall certify that Respondent is continuing to comply with any and all treatment recommendations and that she remains fit to fulfill her duties as an educator. Any expense incurred for treatment and/or reports shall be paid by Respondent.

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. Respondent shall submit a copy of her current criminal record, as prepared by the Administrative Office of the Courts, by July 1<sup>st</sup> of each year of the probationary period. Any expense required to satisfy this condition shall be paid by Respondent.

By entering into this Agreed Order, Respondent agrees that should she fail to satisfy and/or violate either of these conditions, her certificate shall be automatically suspended for a period of one (1) year. If applicable, at the conclusion of the one (1) year suspension, her certificate shall remain suspended until such time as all of the above conditions are met. Respondent is aware that should she 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*

## Agenda Book

- 1311792 (Lafaye Marshall) Accept Agreed Order dismissing Agency Case Number 1311792 on the following conditions. On or before January 1, 2016, Respondent shall submit written proof to the Board that she has completed the following, approved by the Board and at her own expense:
1. Three (3) hours of classroom management training;
  2. Three (3) hours of ethics training with a component addressing confidentiality issues; and
  3. NEA Diversity Training.
- Should Respondent fail to satisfy either of these conditions, her certificate shall be automatically suspended until all conditions are met.

**Vote:** *Unanimous*

- 1311777 (Lynsie Smith) Accept Agreed Order dismissing Agency Case Number 1311777 on the following conditions. Prior to being issued any teaching and/or administrative certification in the Commonwealth of Kentucky, Respondent shall comply with the following.
1. 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 she 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.
  2. Respondent shall submit written proof to the Board that she has completed a course on the Professional Code of Ethics for Kentucky Certified School Personnel, as approved by the Board and at her own expense. Respondent understands that should she fail to satisfy these conditions, any application for certification, submitted by her or on her behalf, shall be denied.

**Vote:** *Unanimous*

- 1307491 (Gary Beach) Accept Agreed Order dismissing Agency Case Number 200704067 on the following conditions. On or before June 1, 2015, Respondent shall provide written proof to the Board that he has satisfied the following conditions:
1. Six (6) hours of professional development/training approved by the Board and at his own expense, in classroom management techniques for exceptional children; and
  2. Safe Crisis Management certification, approved by the Board and obtained at his own expense.

## Agenda Book

Should Respondent fail to satisfy either of these conditions, his certificate shall be suspended until all conditions are met.

**Vote:** *Unanimous*

1309691 (Connie Ham)

Accept Agreed Order suspending Respondent's certificate for a period of thirty (30) days beginning September 5, 2013. Respondent shall surrender the original and all copies of this certificate immediately, by first class mail or personal delivery to the Education Professional Standards Board, 100 Airport, Road, Third Floor, Frankfort, Kentucky 40601.

Prior to returning to any position of employment that requires teaching certification, Respondent shall submit written proof to the Board that she has successfully completed the following, each approved by the Board and at her own expense:

1. Twelve (12) hours of professional development/training in effective classroom management techniques;
2. Anger management counseling;
3. Three (3) hours of diversity training for classroom teachers; and
4. Twelve (12) hours of professional development/training in ethics.

Should Respondent use her teaching certificate without first satisfying these four conditions, her certificate shall be automatically suspended and remain so until all conditions are met and potentially face additional sanctions for failure to comply with this Order.

Upon entry of this Order, Respondent's certificate shall be subject to the following probationary condition for the life of the certificate. Respondent shall not be disciplined by any school district for any conduct which violates KRS 161.120 and/or 16 KAR 1:020. Discipline shall be defined as a reprimand, admonishment, suspension, or termination either uncontested by Respondent or upheld by either the tribunal or arbitration process, if requested. If Respondent violates this condition, the Board shall automatically suspend her certificate for a period of two years and may seek additional sanctions pursuant to KRS 161.120.

**Vote:** *Unanimous*

1312897 (Kirk McElroy)

Accept Agreed Order suspending Respondent's certificate for a period of three (3) days beginning November 20, 2013; however, imposition of this sanction is suspended

## Agenda Book

and Respondent shall be subject to the following probationary conditions.

1. On or before August 1, 2015, Respondent shall submit written proof to the Board that he has completed twenty-four (24) hours of professional development/training, approved by the Board and at his own expense, in effective classroom management strategies.

2. From the date of the Board's acceptance of this Order until August 1, 2016, Respondent shall not be disciplined by any school district for conduct in violation of KRS 161.120 and/or 16 KAR 1:020. Discipline shall be defined as a reprimand, admonishment, suspension, or termination upheld by either the tribunal or arbitration process, if requested.

If Respondent satisfies the above conditions, the three (3) day suspension shall not be imposed. Should Respondent fail to satisfy either of the conditions, the Board shall automatically suspend his certificate for a period of three (3) days beginning November 20, 2013, and may seek additional sanctions pursuant to KRS 161.120.

### **Vote:** *Unanimous*

1408505 (Jerry Drury)

Accept Agreed Order retroactively suspending Respondent's certificate for a period of sixty (60) days from August 15, 2014 through October 13, 2014.

Respondent shall immediately surrender the original and all copies of his certificate, by personal delivery or first class mail, to the Education Professional Standards Board, 100 Airport Road, 3rd floor, Frankfort, KY 40601.

Upon reinstatement, Respondent's certificate shall be subject to the following probationary conditions:

1. On or before December 1, 2015, Respondent shall provide written proof to the Board that he has successfully completed twelve (12) hours of educator ethics professional development or training, which shall include a component on appropriate teacher/student boundaries, as approved by the Board. Any expense incurred shall be paid by Respondent. Should Respondent fail to satisfy this condition by December 1, 2015, Respondent's certificate shall be automatically suspended until such condition is satisfied.

2. On or before December 1, 2015, Respondent shall provide written proof to the Board that he has successfully completed sexual harassment awareness professional development or training, as approved by the Board. Any expense incurred shall be paid by Respondent. Should

## Agenda Book

Respondent fail to satisfy this condition by December 1, 2015, Respondent's certificate shall be automatically suspended until such condition is satisfied.

3. Respondent shall not receive any disciplinary action from any school district in which he is employed. Should Respondent fail to satisfy this condition, Respondent's 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.

*"Disciplinary action" is defined as any termination, suspension, or public reprimand issued by any school district in the Commonwealth of Kentucky and upheld, if requested, by either a tribunal and/or arbitration process, including any appeal therefrom. If the tribunal amends the disciplinary action or if Respondent agrees to amend the disciplinary action through arbitration, the new disciplinary action if a termination, suspension, or public reprimand shall be considered a violation of this condition.*

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

**Vote:** *Unanimous*

1407423 (Stephen Meyer)

Accept Agreed Order which states that Respondent shall not seek or accept any position of employment in Kentucky that requires teaching certification. Additionally, upon the expiration of Respondent's certificate on June 30, 2016, Respondent shall neither apply for, nor be issued, a teaching, administrative or emergency certificate in the Commonwealth of Kentucky at any time in the future. Should Respondent violate this agreement, Respondent's certificate shall be automatically suspended for its remainder and/or any application for certification shall be denied.

**Vote:** *Unanimous*

1405333 (Suzanne Bickers)

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

**Vote:** *Unanimous*

1306432 (Susan Lyons)

Accept Agreed Order admonishing Respondent for exercising poor professional judgment, and for neglect of

duty. The Board reminds Respondent of her ethical duty to take reasonable measures to protect the health, safety and emotional well-being of her students. Leaving students unsupervised for any length of time is unacceptable. Furthermore, the Board reminds Respondent that she must instruct students according to the curriculum of the district. The Board will not tolerate any further incidents of misconduct from Respondent.

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

1. On or before February 1, 2016, Respondent shall submit written proof to the Board that she has successfully completed twelve (12) hours of educator ethics professional development or training, with a focus on the Professional Code of Ethics for Kentucky Certified School Personnel, as approved by the Board. Any expense incurred for said training shall be paid by Respondent. Should Respondent fail to satisfy this condition by February 1, 2016, Respondent's certificate shall be automatically suspended until such condition is satisfied.

2. Respondent shall not receive any disciplinary action for failing to properly supervise her students from any school district in which she is employed. Should Respondent fail to satisfy this condition during the probationary period, Respondent's certificate shall be automatically suspended for a period of five (5) days and subject to additional sanctions by the Board pursuant to KRS 161.120.

*"Disciplinary action" is defined as any termination, suspension, or public reprimand issued by any school district in the Commonwealth of Kentucky and upheld, if requested, by either a tribunal and/or arbitration process, including any appeal therefrom. If the tribunal amends the disciplinary action or if Respondent agrees to amend the disciplinary action through arbitration, the new disciplinary action if a termination, suspension, or public reprimand shall be considered a violation of this condition.* Respondent is aware that should she violate KRS 161.120 in the future, the Board shall initiate a new disciplinary action and seek additional sanctions.

**Vote:** *Unanimous*

140269 (Clay Dawson)

Accept Agreed Order admonishing Respondent for exercising poor professional judgment. The Board reminds Respondent that as a certified educator in the Commonwealth of Kentucky he has a duty to take



## Agenda Book

reasonable measures to protect the health, safety, and emotional well-being of his students. As an administrator, it is his responsibility to ensure the proper procedures are being followed in his school at all times in order to ensure the safety of his students. The Board will not tolerate any further incidents of misconduct from Respondent.

Upon acceptance of this agreement by the Board, Respondent's certificate, and any future endorsements or new areas of certification, shall be subject to the following probationary conditions:

1. On or before February 1, 2016, Respondent shall provide written proof to the Board that he has successfully completed six (6) hours of educator ethics professional development or training, with a focus on the Professional Code of Ethics for Kentucky Certified School Personnel, as approved by the Board. Any expense incurred for said training shall be paid by Respondent. Should Respondent fail to satisfy this condition by February 1, 2016, Respondent's certificate shall be automatically suspended until such condition is satisfied.

2. On or before February 1, 2016, Respondent shall provide written proof to the Board that he has successfully completed a course, as approved by the Board, on successful leadership. Any expense incurred for said training shall be paid by Respondent. Should Respondent fail to satisfy this condition by February 1, 2016, Respondent's certificate shall be automatically suspended until such condition is satisfied.

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

**Vote:** *Unanimous (Ms. Schneider recused)*

1211699 (William Anderson) Accept Agreed Order in which Respondent voluntarily, knowingly, and intelligently surrenders his Administrative Certificate, and agrees not to apply for, nor be issued an 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 his certificate, by personal delivery or first class mail, to the Education Professional Standards Board, 100 Airport Road, 3<sup>rd</sup> Floor, Frankfort, Kentucky 40601.

**Vote:** *Unanimous*

1405341 (Marshall Forbes) Accept Agreed Order admonishing Respondent for

exhibiting a lack of professional judgment in his interactions with students. Exchanging personal text messages with a student is inappropriate no matter the intent. The Board reminds Respondent that he has a duty to maintain a professional approach with all his students, and to maintain the integrity of the profession both inside and outside the classroom. The Board will not tolerate any further incidents of misconduct from Respondent.

Upon acceptance of this agreement by the Board, Respondent's certificate and any future endorsements or new areas of certification shall be subject to the following probationary conditions:

1. On or before February 1, 2016, Respondent shall provide written proof to the Board that he has completed twelve (12) hours of educator ethics training, as approved by the Board, which shall include instruction on appropriate teacher/student boundaries. Any expense required to satisfy this condition shall be paid by Respondent. Should Respondent fail to satisfy this condition by February 1, 2016, Respondent's certificate shall be automatically suspended until such condition is satisfied.

2. On or before December 1, 2015, Respondent shall provide written proof that he has completed sexual harassment awareness training, as approved by the Board. Any expense required to satisfy this condition shall be paid by Respondent. Should Respondent fail to satisfy this condition by December 1, 2015, Respondent's certificate shall be automatically suspended until such condition is satisfied.

3. Respondent shall not receive any disciplinary action involving inappropriate teacher/student boundaries from any school district in which he is employed. Should Respondent fail to satisfy this condition, Respondent's 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.

*"Disciplinary action" is defined as any termination, suspension, or public reprimand issued by any school district in the Commonwealth of Kentucky and upheld, if requested, by either a tribunal and/or arbitration process, including any appeal therefrom. If the tribunal amends the disciplinary action or if Respondent agrees to amend the disciplinary action through arbitration, the new disciplinary action if a termination, suspension, or public reprimand shall be considered a violation of this condition.*

Respondent is aware that should he violate KRS 161.120 in

## Agenda Book

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

**Vote:** *Unanimous*

CF14717 (Shelly Stacy)

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 conditions:

1. Respondent shall submit written proof to the Board that she has complied with a comprehensive evaluation from a licensed or certified psychiatrist or mental health professional and is fit to return to the classroom, presents as capable of performing her duties as an educator, is not a danger to herself or others, and is compliant with all treatment recommendations. Respondent shall pay any expense incurred.
2. Respondent shall submit written proof to the Board that she has complied with a comprehensive alcohol/substance abuse assessment by a Kentucky licensed or certified chemical dependency counselor, as approved by the Board, and is compliant with all treatment recommendations. Respondent shall pay any expense incurred.
3. Respondent shall submit written proof to the Board that she was prescribed Suboxone by a licensed or certified physician on September 25, 2014. Respondent shall pay any expense incurred.
4. Respondent shall submit written proof to the Board that she has successfully completed the Alcohol Driver Education Program as required by the Fayette County District Court in Case No. 14-T-23464, and complied with all court orders entered in the case. Respondent shall pay any expense incurred.

Furthermore, any and all certificates issued to Respondent by the Board shall be subject to the following probationary conditions:

1. On or before February 1, 2016, Respondent shall submit written proof to the Board that she has completed twelve (12) hours of professional development or training on the Professional Code of Ethics for Kentucky Certified School Personnel, as approved by the Board. Respondent shall pay any expense incurred. If Respondent fails to satisfy this condition, any and all certificates issued to her shall be automatically suspended until such condition is satisfied.
2. On or before June 30th for a period of four (4) years from the date of initial issuance of the first certificate,

Respondent shall submit a state criminal background report. Respondent shall pay any expense incurred. If Respondent fails to satisfy this condition, any and all certificates issued to her shall be automatically suspended until such condition is satisfied.

3. With any application for renewal of a certificate and/or with any application for an additional certificate, Respondent shall submit a state and federal criminal background report to the Board. Respondent shall pay any expense incurred. If Respondent fails to satisfy this condition, renewal of her certificate and/or issuance of the additional certificate shall be denied.

4. For a period of five (5) years from the date of initial issuance of the first certificate, Respondent shall submit to random drug testing, to be administered by a provider approved by the Board, and shall receive no drug test that is positive for alcohol or any illegal substance or that is in excess of therapeutic levels generally accepted in the medical community. Respondent shall pay any expense incurred. If Respondent fails to satisfy this condition, any and all certificates issued to her shall be automatically permanently revoked.

5. Respondent shall have no further criminal convictions. If Respondent is convicted of any crime other than a minor traffic violation, any and all certificates issued to her shall be automatically permanently revoked. A violation is not considered a minor traffic violation if it is a violation for which jail time may be imposed.

6. Respondent shall have no disciplinary action involving use of alcohol or any illegal substance by any school district in which she is employed. If Respondent fails to satisfy this condition, any and all certificates issued to her shall be automatically permanently revoked.

*“Disciplinary action” is defined as any termination, suspension, or public reprimand issued by any school district in the Commonwealth of Kentucky and upheld, if requested, by either a tribunal and/or arbitration process including any appeal therefrom. If the tribunal amends the disciplinary action or if Respondent agrees to amend the disciplinary action through arbitration, the new disciplinary action if a termination, suspension or public reprimand shall be considered a violation of this condition.*

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

Agenda Book

**Vote:** *Unanimous*

*Motion made by Ms. Sinclair-Curry, seconded by Ms. Beardsley, to adjourn the meeting.*

**Vote:** *Unanimous*

Meeting adjourned at 3:30 p.m.

**Next Meeting:**      **April 13, 2015**  
                             **9:00 AM**  
                             **EPSB Board Room**  
                             **Frankfort, Kentucky**



**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Consent Item B**

**Action Item:**

Emergency Waiver of 16 KAR 5:040. Admission, Placement, and Supervision in Student Teaching

**Applicable Statutes and Regulations:**

KRS 161.020 and 16 KAR 5:040

**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.

**Issue:**

Should the Education Professional Standards Board waive regulation 16 KAR 5:040, Section 6 (4) which requires educator preparation institutions to provide seventy (70) full days, or its equivalent, of student teaching?

**Background:**

Inclement weather in the spring 2015 semester has forced school closings, delayed start times, and caused early dismissals in schools where student teachers in Kentucky educator preparation programs are assigned for their required 70 days of student teaching. Although students teachers and their programs have made good faith efforts to complete as many days as possible, (e.g., beginning student teaching earlier in the semester and ensuring the candidates student teach every day their assigned schools are open) some candidates' assigned schools will not be open enough days for the candidates to complete 70 days of student teaching before the close of the higher education institution's semester.

Kentucky's preparation programs are tied to their institutional calendars, which control operational matters such as contractual obligations of staff, availability of on-campus housing, dates by which credit must be awarded for students to maintain full-time enrollment status, dates by which credit must be awarded for students to be eligible to graduate, start dates of subsequent course offerings, and other similar challenges.

Staff is asking the board to waive 16 KAR 5:040, Section 6 (4) for the spring 2015 semester as it applies to affected candidates enrolled in programs whose unit heads have submitted waiver requests. Each waiver request is supported with documentation signed by the unit head indicating the name of each student teacher, the school and district, and the days affected student teachers assigned to that district were unable to participate in student teaching due to weather-related district school closures.

**Alternative Actions:**

1. Approve the proposed waiver of 16 KAR 5:040, Section 6 (4).
2. Modify the proposed waiver of 16 KAR 5:040, Section 6 (4).
3. Do not approve the proposed waiver of 16 KAR 5:040, Section 6 (4).

**Staff Recommendation:**

Alternative Action 1

**Rationale:**

Unscheduled weather-related school closings are beyond the control of the educator preparation providers that place student teachers in districts. With increased expectations regarding both the duration and quality of candidates' clinical experiences before and during the professional semester, Kentucky's educator preparation programs are taking steps to ensure all available days are used as student teaching days. Nevertheless, in some cases, weather-related school closings have made it impossible for student teachers to complete 70 full days of student teaching before the close of the spring 2015 higher education academic semester.

**Contact Person:**

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

**Date:**

April 13, 2015



## Agenda Book

### **16 KAR 5:040. Admission, placement, and supervision in student teaching.**

RELATES TO: KRS 161.020, 161.028, 161.030, 161.042

STATUTORY AUTHORITY: KRS 161.028, 161.030, 161.042

NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.028 requires that an educator preparation institution be approved for offering the preparation program corresponding to a particular certificate on the basis of standards and procedures established by the Education Professional Standards Board. KRS 161.030 requires that a certificate be issued to a person who has completed a program approved by the Education Professional Standards Board. KRS 161.042 requires the Education Professional Standards Board to promulgate an administrative regulation relating to student teachers, including the qualifications for cooperating teachers. This administrative regulation establishes the standards for admission, placement, and supervision in student teaching.

Section 6. Professional Experience. (1) In addition to the appropriate NCATE standards incorporated by reference in 16 KAR 5:010, the educator preparation institution shall provide opportunities for the student teacher to assume major responsibility for the full range of teaching duties, including extended co-teaching experiences, in a real school situation under the guidance of qualified personnel from the educator preparation institution and the cooperating elementary, middle, or high school. The educator preparation program and the school district shall make reasonable efforts to place student teachers in settings that provide opportunities for the student teacher to develop and demonstrate the practical skills, knowledge, and professional dispositions essential to help all P-12 students learn and develop.

(2) A student teacher shall not be placed in a setting that is not consistent with his or her planned certification content and grade range.

(3) Beginning September 1, 2013, the student teacher placement shall provide the student teacher with the opportunity to engage with diverse populations of students.

(4) Beginning September 1, 2013, each educator preparation institution shall provide a full professional semester to include a period of student teaching for a minimum of seventy (70) full days, or its equivalent, in instructional settings that correspond to the grade levels and content areas of the student teacher's certification program.

(a) Candidates pursuing a primary through grade 12 certificate shall have their student teaching balanced between an elementary school placement and middle school or high school placement.

(b) Candidates pursuing an elementary certificate shall have their student teaching balanced between a placement in primary through grade 3 and a placement in grade 4 or grade 5.

(c) Candidates seeking dual certification in either middle school or secondary content areas shall have equal placements in both content areas.

(5) Beginning September 1, 2013, the educator preparation program shall support the student teacher's placement and classroom experiences by:

(a) Cooperating with the district in determining the specific placement of the student teacher;

(b) Collaborating with the district to provide necessary program resources and expertise;

(c) Using multiple performance assessments to document the student teacher's ability to support learning for all P-12 students;

(d) Requiring the use of technology by the student teacher to:

1. Enrich the learning of P-12 students; and

2. Support the student teacher's professional growth and communication; and

(e) Providing opportunities for the student teacher to:

1. Engage in extended co-teaching experiences with an experienced teacher;

2. Engage in reflective self-assessment that informs practice;

3. Maintain regular professional conversations with experienced teachers other than the cooperating teacher;

4. Participate in regular and extracurricular school activities;

5. Participate in professional decision making; and

6. Engage in collegial interaction and peer review with other student teachers.

(6) The educator preparation program shall use the Kentucky Teacher Internship Program Teacher Performance Assessment tasks established in 16 KAR 7:010, Section 2, or a variation of these tasks to meet the requirement specified in subsection (5) of this section.

(7) A student teacher shall not have responsibility for the supervision or instruction of P-12 students without the direct supervision of a certified educator.

(8) A student teacher shall not be employed within the school in which he or she is assigned concurrent with student teaching.

(9) The educator preparation program shall maintain electronic records that confirm that all students admitted after September 1, 2013, meet the requirements of this section.

# Agenda Book

**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Information/Discussion Item A**

**Information Item:**

Notice of Intent to Amend 16 KAR 2:020. Occupation-based Career and Technical Education Certification

**Applicable Statutes:**

KRS 156.095, 161.020, 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 2:020 Occupation-based Career and Technical Education Certification?

**Background:**

EPSB staff met with the Kentucky Department of Education, Office of Career and Technical Education (KDE/OCTE), and university stakeholders on two separate face-to-face meetings and several electronic meetings to propose amending the language in 16 KAR 2:020. Updates of the language include the restructuring of the Office of Career and Technical Education of the Department of Workforce Investment to the Kentucky Department of Education Office of Career and Technical Education and to incorporate the CA-3 by reference. The proposed amendment to 16 KAR 2:020 includes the adoption of the new certification form, CA-3 Application for Occupation-Based Career and Technical Certification and Ranking. All new proposed certification forms will have the CA designation to ensure a smooth transition from the prior forms to the newly designed forms. The proposed CA-3 form also contains the newly adopted character and fitness questionnaire.

**Contact Person:**

Mr. John A. Fields, Director  
Division of Certification  
(502) 564-4606  
E-mail: John.Fields@ky.gov

**Date:**

April 13, 2015



1       **16 KAR 2:020. Occupation-based career and technical education certification.**

2       RELATES TO: KRS 156.095, 161.020, 161.028, 161.030

3       STATUTORY AUTHORITY: KRS 161.028, 161.030

4       NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.020, 161.028, and 161.030

5       require that teachers and other professional school personnel hold certificates of legal  
6       qualifications for their respective positions to be issued upon completion of programs of  
7       preparation prescribed by the Education Professional Standards Board. This administrative  
8       regulation establishes the qualifications for teachers of occupation-based career and technical  
9       education and implements the testing and internship requirements of KRS 161.030.

10       Section 1. (1) The certificates for occupation-based career and technical education  
11       established in this administrative regulation shall be issued and renewed for occupation-based  
12       career and technical education teachers employed by the public schools, the Office of Career and  
13       Technical Education of the Department of Workforce Investment, the Kentucky Community and  
14       Technical College System, or the Kentucky Department of Education.

15       (2) The certificates may be issued for any information technology, industrial education,  
16       public service, health science, or human services occupation area for which programs may be  
17       offered under the Kentucky Program of Studies established in 704 KAR 3:303.

18       (3) Certificates for occupation-based career and technical education established in this  
19       administrative regulation:

20       (a) Shall be initially issued to teacher candidates who are employed based upon required  
21       occupational experience in the subject area to be taught; and

22       (b) Shall not require a college degree for initial issuance.

23

1 Section 2. Issuance and Renewal of One (1) Year Provisional Certificates. (1) Initial  
2 issuance. A provisional internship certificate for teaching occupation-based career and technical  
3 education, valid for teaching only the subject or subjects stated on the face of the certificate, shall  
4 be issued for a duration period of one (1) year upon completion of the following requirements:

5 (a) High school graduation or its equivalent determined by evidence of an acceptable  
6 score on the general education development test administered by an approved testing center;

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

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

12 2. The occupational experience confirmed by the Kentucky Department of Education, the  
13 Department of Workforce Investment, or the Kentucky Community and Technical College  
14 System;

15 (c) The testing provisions established in 16 KAR 6:020; ~~and~~

16 (d) A national and state criminal background check performed in accordance with KRS  
17 160.380(5) within twelve (12) months prior to the date of application; and

18 (e) An offer of employment from a local school district, the Kentucky Department of  
19 Education, the Department of Workforce Investment, or the Kentucky Community and Technical  
20 College System.

21 (2) First renewal of one (1) year provisional certificates. The first renewal of the one (1)  
22 year provisional certificate shall require the successful completion of:

23 (a) The Kentucky Teacher Internship Program established in 16 KAR 7:010; and

Agenda Book

1 (b) Three (3) semester hours of credit in occupation-based career and technical education  
2 laboratory/classroom management. This requirement may be met by successfully completing the  
3 New Teacher Institute sponsored by the Department of Workforce Investment.

4 (3) Subsequent renewal of one (1) year provisional certificate. Any subsequent renewal  
5 of the one (1) year provisional certificate after the successful completion of the internship shall  
6 require:

7 (a) The completion of a minimum of six (6) semester hours of college credit for each  
8 renewal selected from the sixty-four (64) semester hour planned program for the preparation of  
9 teachers in information technology, industrial education, public service, health science, or human  
10 services occupations established in Section 4 of this administrative regulation; and

11 (b) Documentation of completion of four (4) days of professional development as  
12 required by KRS 156.095 and 158.070.

13 (4) Credit granted by a regionally- or nationally-accredited postsecondary institution for  
14 occupational proficiency based upon past relevant experience or credit by examination shall not  
15 be applied toward the provisional certificate renewal requirements.

16 (5) The one (1) year provisional certificate shall be limited to nine (9) one (1) year  
17 renewals for a total validity period of ten (10) years, which do not need to be consecutive.

18 (6) Upon completion of the sixty-four (64) hour planned program established in Section 4  
19 of this administrative regulation, the teacher shall:

20 (a) Receive the professional certificate established in Section 3 of this administrative  
21 regulation; and

22 (b) Adhere to the subsequent renewal requirements established in Section 3(3) of this  
23 administrative regulation.

1 Section 3. Issuance and Renewal of the Professional Certificate. (1) Initial issuance. A  
2 professional certificate for teaching occupation-based career and technical education, valid for  
3 teaching only the subject or subjects stated on the face of the certificate, shall be issued for a  
4 duration period of one (1) year upon completion of the following requirements:

5 (a) Compliance with Section 2(1) of this administrative regulation; and

6 (b) The completion of a planned program consisting of a minimum of sixty-four (64)  
7 semester hours of college credit established in Section 4 of this administrative regulation.

8 (2) First renewal.

9 (a) The first renewal shall require the successful completion of the Kentucky Teacher  
10 Internship Program established in 16 KAR 7:010.

11 (b) Upon meeting the requirements established in paragraph (a) of this subsection, the  
12 teacher shall receive the professional certificate valid for an additional four (4) years.

13 (c) An occupation-based career and technical education teacher who has successfully  
14 completed the Kentucky Teacher Internship Program prior to issuance of the initial professional  
15 certificate or who is not required to complete the internship program under the requirements for  
16 out-of-state teachers established in KRS 161.030(5) shall not be required to complete the  
17 internship program again while serving on the professional certificate.

18 (3) Subsequent renewal. The professional certificate shall be renewed for subsequent five  
19 (5) year periods upon completion of:

20 (a) Three (3) years of teaching or occupational experience in the occupational specialty;

21 or

22 (b) Six (6) semester hours of college credit related to the certification area.

23 Section 4. The planned program for occupation-based career and technical education  
24 teachers shall:



Agenda Book

1 (1) Include a minimum of sixty-four (64) semester hours of college credit with at least  
2 twenty-four (24) semester hours in academic and professional education preparation during the  
3 first four (4) years of certificate validity;

4 (2) Utilize the proficiency evaluation established in 16 KAR 5:030;

5 (3) Be based upon the experienced teacher standards established in 16 KAR 1:010;

6 (4) Meet the specialty program association standards established in 16 KAR 5:010; and

7 (5) Be accredited by the Education Professional Standards Board using the applicable  
8 standards and procedures established in 16 KAR 5:010.

9 Section 5. Information Technology Teachers. (1) A teacher shall possess one (1) of the  
10 following credentials to instruct in the field of information technology:

11 (a) Provisional certificate established in Section 2 of this administrative regulation;

12 (b) Professional certificate established in Section 3 of this administrative regulation;

13 (c) Computer information systems certificate established in 16 KAR 2:010;

14 (d) Computer science endorsement established in 16 KAR 2:010; or

15 (e) Instructional computer technology endorsement established in 16 KAR 2:010.

16 (2) If a qualified teacher is not available for the position of information technology  
17 teacher, as attested to by the local school superintendent or the Commissioner of the Department  
18 of Workforce Investment, a one (1) year probationary certificate may be issued under the  
19 requirements established in 16 KAR 2:190.  
20

# Agenda Book

**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Information/Discussion Item B**

**Information Item:**

Notice of Intent to amend 16 KAR 4:030 Out-of-state educator preparation

**Applicable Statutes:**

KRS 161.020; KRS 161.028; KRS 161.030; KRS 161.124; KRS 161.126; 16 KAR 5:030; 16 KAR 5:060

**Applicable Goals:**

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.

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

**Background:**

At its August 2012 meeting, the EPSB chartered the Literacy Preparation Advisory Committee (LPAC) and charged LPAC with reviewing the literacy instruction preparation currently provided in Kentucky's educator preparation programs for middle school, high school, and P-12 initial certification areas; examining relevant research and information related to best practices in literacy preparation; and making recommendations to the board regarding literacy instruction preparation. LPAC's charges reflected state legislative directives and national policy recommendations.

LPAC presented recommendations to the EPSB at its January 27, 2014, meeting. These recommendations included requiring literacy preparation in all approved preparation programs that result in certification to teach any grade or grades 6 through 12, as well as requiring applicants for Kentucky teaching certificates on the basis of out-of-state credentials to demonstrate comparable preparation. LPAC further recommended that the instruction and assessment be provided in one or more literacy or content courses taught by faculty qualified to deliver literacy instruction. At its April 28, 2014, meeting the EPSB adopted the International Reading Association's Standards for Reading Professionals—Revised 2010 guidance for the professional educator role Middle and High School Content Classroom Teacher. A Notice of Intent was presented to the EPSB at its August 11, 2014, meeting. After minor revisions to the proposed regulation based on stakeholder input, the EPSB at its October 13, 2014, meeting adopted 16 KAR 5:060, Literacy Preparation for Teachers of Middle and High School Students.

As outlined in previous staff notes and discussions related to 16 KAR 5:060, the LPAC recommended adoption of a similar requirement for applicants for Kentucky teaching certificates on the basis of out-of-state certification. Staff indicated that proposed amendments to the EPSB's out-of-state teacher regulation, 16 KAR 4:030, would be presented to the board in a timely manner to ensure synchronized implementation and application to teachers prepared by both in-state and out-of-state programs.

## Agenda Book

The amendments to 16 KAR 4:030 ensure that teachers with middle school, high school, and P-12 certificates who were prepared by out-of-state preparation programs are prepared to address the literacy needs of students in Kentucky classrooms equitably with teachers prepared by in-state accredited teacher preparation programs. Specifically, Section 2 (3) requires those applicants to demonstrate the same standards required for candidates prepared by in-state teacher preparation programs within 5 years of receiving a Kentucky teaching certificate.

Within existing regulations, this requirement may be met in three different ways within five years of issuance of a Kentucky teaching certificate:

- (1) an applicant prepared by an out-of-state preparation program could demonstrate satisfactory completion of coursework aligned to the same standards required for candidates prepared by in-state teacher preparation programs by presenting to the EPSB Division of Certification course syllabi and transcripts of credit awarded by an out-of-state institution accredited by the Council for the Accreditation of Educator Preparation;
- (2) an applicant prepared by an out-of-state preparation program could demonstrate satisfactory completion of coursework aligned to the standards required for candidates prepared by in-state teacher preparation programs by presenting to the EPSB Division of Certification course syllabi and transcripts of credit awarded by an in-state preparation program accredited by the EPSB;
- (3) an applicant prepared by an out-of-state preparation program could demonstrate the standards required for candidates prepared by in-state teacher preparation programs by presenting to the EPSB Division of Certification evidence of a proficiency evaluation carried out by an in-state preparation program accredited by the EPSB in accordance with 16 KAR 5:030, proficiency evaluation.

Adoption of the proposed amendments to 16 KAR 4:030 will ensure that Kentucky teachers are prepared to meet the literacy instruction needs of all students. The proposed amendments equitably apply expectations for middle school, high school, and P-12 teachers prepared by in-state preparation programs to middle school, high school, and P-12 teachers prepared by out-of-state preparation programs.

### **Groups/Persons Consulted:**

Literacy Preparation Advisory Committee  
Higher education literacy faculty (public and private institutions)  
Higher education arts and sciences faculty (public and private institutions)  
Education Professional Standards Board teacher member  
Kentucky Department of Education staff  
Council on Postsecondary Education staff  
P-12 administrators  
P-12 teachers (in addition to an EPSB teacher member)  
Prichard Committee representative  
Literacy consultant (co-chair of the International Reading Association's Common Core Standards Committee and member of IRA's Board of Directors when the Standards for Reading Professionals: 2010 were adopted)  
Educator preparation programs

**Contact Person:**

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

**Date:**

April 13, 2015



**16 KAR 4:030. Out-of-state educator preparation.**

RELATES TO: KRS 161.020, 161.028, 161.030, 161.124, 161.126

STATUTORY AUTHORITY: KRS 161.020, 161.028, 161.030

NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.020 and 161.030 require that a teacher and other professional school personnel hold a certificate of legal qualifications for the respective position to be issued upon completion of a program of preparation prescribed by the Education Professional Standards Board. KRS 161.028 requires the Education Professional Standards Board to establish the standards for obtaining and maintaining a teaching certificate. This administrative regulation establishes the certification provisions for applicants with out-of-state educator preparation.

Section 1. (1) An applicant for Kentucky teacher or administrative certification whose professional preparation was completed at an educator preparation provider [institution] located outside the Commonwealth of Kentucky and not accredited by the Education Professional Standards Board shall have completed a program of preparation and the curriculum requirements approved by the responsible state education agency for teacher or administrative certification.

(2) An applicant for Kentucky teacher or administrative certification who completes a professional preparation program through an online educator preparation provider not subject to the licensing requirements of 13 KAR 1:020 and not accredited by the Education Professional Standards Board shall have completed an educator preparation program at an online educator preparation provider that is accredited or approved, as applicable, by the provider's state of origin, regionally accredited, and accredited by the Council for Accreditation of Educator Preparation (CAEP) and the curriculum requirements approved by the responsible state education agency for teacher or administrative certification.

Section 2. Teacher Certification. (1) An applicant for Kentucky teacher certification whose professional preparation was completed at an educator preparation provider ~~[institution]~~ located outside the Commonwealth of Kentucky and not accredited by the Education Professional Standards Board shall:

(a) Possess a teacher license or certificate equivalent to the Kentucky statement of eligibility from the state, territory, or province where the applicant completed his or her preparation program;

(b) Satisfy the degree, academic preparation, and grade point requirements established in 16 KAR 2:010;

(c) Provide evidence that the out-of-state license or certificate was obtained by completion of an approved educator preparation program and not based on the completion of a written or verbal assessment; and

(d) Follow the procedures for certificate application established in 16 KAR 2:010.

(2) An applicant for Kentucky teacher certification whose professional preparation was completed at an educator preparation institution located outside the Commonwealth of Kentucky and who meets the requirements of Section 1 of this administrative regulation and subsection (1) of this section shall be issued a Kentucky teaching certificate or statement of eligibility established in 16 KAR 2:010 at the grade range and content area corresponding to the out-of-state preparation.

(3) (a) Beginning July 1, 2016, in addition to any other certification renewal requirements, an applicant for Kentucky teacher middle school, high school, Grades 5-12, and Grades P-12 teacher certification whose professional preparation was completed at an educator preparation provider located outside the Commonwealth of Kentucky and not accredited by the



## Agenda Book

Education Professional Standards Board shall within five (5) years of receiving certification complete the following:

1. A three (3) hour content literacy course aligned to the six (6) International Reading Association Standards 2010: Middle and High School Content Classroom Teacher and taught by faculty qualified to deliver literacy instruction; or

2. Two (2) or more courses aligned to the six (6) International Reading Association Standards 2010: Middle and High School Content Classroom Teacher and taught by faculty qualified to deliver literacy instruction.

(b) The course or courses submitted by an an applicant for Kentucky teacher middle school, high school, Grades 5-12, and Grades P-12 teacher certification whose professional preparation was completed at an educator preparation provider not accredited by the Education Professional Standards Board shall meet the following requirements:

1. The course or courses shall ensure that each candidate demonstrates the six (6) International Reading Association Standards 2010: Middle and High School Content Classroom Teacher;

2. The syllabus for each course shall be aligned to the six (6) International Reading Association Standards 2010: Middle and High School Content Classroom Teacher;

3. The assessments, including any scoring instruments, developed for each course shall be aligned to the six (6) International Reading Association Standards 2010: Middle and High School Content Classroom Teacher to demonstrate the candidate's competency to provide classroom instruction aligned to each standard; and

4. The faculty assigned to teach each course aligned to demonstrate the six (6) International Reading Association Standards 2010: Middle and High School Content Classroom

Teacher shall be qualified to teach a course aligned to the six (6) International Reading Association Standards 2010: Middle and High School Content Classroom Teacher.

Section 3. Administrative Certification. (1) An applicant for Kentucky administrative certification whose professional preparation was completed at an educator preparation provider ~~[institution]~~ located outside the Commonwealth of Kentucky and not accredited by the Education Professional Standards Board shall:

(a) Possess an administrative license or certificate equivalent to the Kentucky corresponding statement of eligibility or administrative certificate from the state, territory, or province where the applicant completed his or her preparation program;

(b) Satisfy the degree, academic preparation, and grade point requirements for the administrative certificate established in 16 KAR Chapter 3;

(c) Provide evidence that the out-of-state license or certificate was obtained by completion of an approved educator preparation program consisting of a minimum of thirty (30) post Masters' graduate-level hours in school administration; and

(d) Follow the procedures for certificate application established in 16 KAR Chapter 3.

(2) An applicant for Kentucky administrative certification whose professional preparation was completed at an educator preparation provider located outside the Commonwealth of Kentucky and not accredited by the Education Professional Standards Board and who meets the requirements of Section 1 of this administrative regulation and subsection (1) of this section shall be issued a Kentucky administrative certificate or statement of eligibility established in 16 KAR Chapter 3 corresponding to the out-of-state preparation.

(3) An applicant for Kentucky principal certification who was admitted to a principal preparation program located outside the Commonwealth of Kentucky prior to January 1, 2012

and who completes the program prior to January 31, 2014 shall be exempt from subsection (1)(c) of this section.

Section 4. (1) An out-of-state applicant shall be subject to the testing and internship requirements of KRS Chapter 161 and implementing administrative regulations of the Education Professional Standard Board in KAR Title 16.

(2) An out-of-state applicant shall be subject to the certificate issuance, recency, reissuance, renewal, and rank change provisions of KRS Chapter 161 and KAR Title 16.

Section 5. Incorporation by Reference. (1) "The Standards for Reading Professionals – Revised 2010", 2010, is incorporated by reference.

(2) This material may be inspected, copied, or obtained, subject to applicable copyright law, at the Education Professional Standards Board, 100 Airport Road, 3rd Floor, Frankfort, Kentucky 40601, Monday through Friday, 8:00 a.m. to 4:30 p.m.



**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Information/Discussion Item C**

**Information Item:**

Adoption of the Council for the Accreditation of Educator Preparation Standards

**Applicable Statutes and Regulations:**

KRS 161.020; 16 KAR 5:010

**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.

**Issue:**

Should the Education Professional Standards Board adopt the Council for the Accreditation of Educator Preparation Standards as the accreditation standards for all educator preparation providers accredited by the Education Professional Standards Board?

**Background:**

The Education Professional Standards Board currently uses the National Council for the Accreditation of Teacher Education (NCATE) standards as its accreditation standards for educator preparation providers. NCATE has consolidated with the Teacher Education Accreditation Council (TEAC) to form the Council for the Accreditation of Educator Preparation (CAEP). On January 26, 2014, Dr. James Cibulka, President of CAEP, met with the EPSB in a work session to review CAEP's then new accreditation standards for educator preparation providers. The CAEP standards replace the standards of two predecessor organizations, NCATE and TEAC.

The CAEP standards are foundational to CAEP's operation as an accreditor; the standards are the basis for CAEP's accreditation decisions. In addition, Goal 1 of the EPSB's Strategic Plan necessitates adoption of these standards: "By August 1, 2021, 100% of Kentucky Educator Preparation Programs (EPPs) will achieve or maintain state accreditation and Council for the Accreditation of Educator Preparation (CAEP) accreditation upon their next regularly scheduled accreditation visit, in accordance with timelines established by the EPSB and CAEP."

On March 3, 2014, the EPSB was presented an information item regarding the new CAEP standards. That item included an assurance that additional information regarding adoption would be brought to the board when necessary supporting documents became available. Since that time, the CAEP Accreditation Manual has been released in draft form and subsequently revised; Standards for Advanced Programs have been released, with guidance for implementation expected to be complete in fall 2015; and minor revisions have been made to CAEP Standard 3, Candidate Quality, Recruitment, and Selectivity. Copies of current versions of the available documents are provided under separate cover and are available online at

[https://caepnet.files.wordpress.com/2015/03/caep\\_accreditation\\_manual.pdf](https://caepnet.files.wordpress.com/2015/03/caep_accreditation_manual.pdf). The CAEP Board

## Agenda Book

of Directors retains authority to revise the documents and standards further.

Adoption of the CAEP standards would serve as notice to preparation programs that the CAEP standards will be the accreditation standards for all educator preparation programs accredited by the Education Professional Standards Board. The timeline for application of these standards by the EPSB will parallel the timeline for application of these standards by CAEP, as provided in Appendix A of the CAEP Accreditation Manual.

### **Persons/Groups Consulted:**

Kentucky Association of Colleges for Teacher Education  
Program and Accreditation Review Committee (PARC)  
Council for the Accreditation of Educator Preparation

### **Contact Person:**

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

### **Date:**

April 13, 2015

**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Action Item**

**Action Item**

Kentucky Teacher Internship Program and Budget

**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 statues, regulations, and established federal, state, and agency policies.

**Issue**

Should the Education Professional Standards Board (EPSB) approve the allocation of FY16 funds for administering the Kentucky Teacher Internship Program (KTIP) based upon the proposed budget?

**Background**

The KTIP budget for the fiscal year 2016 is based on the state budget by the 2014 General Assembly. Additionally, EPSB staff members have been informed that a proposal from the Office of Career and Technical Education (CTE) staff does include financial support for interns in career and technical education classrooms; however, the amount will not be available at the time of the April 13, 2015, EPSB regularly scheduled meeting.

**Alternative Actions**

1. Approve the recommended allocations as presented. Allow EPSB staff to make modifications to the maximum number of interns should CTE funds be received.
2. Do not approve the budget as presented.

**Staff Recommendation**

Alternative 1

**Rationale**

EPSB staff is requesting approval of the allocation of KTIP funds for fiscal year 2016. 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 FY16 and CTE contracts should Perkins funds become available.

**Contact Person:**

Mr. Jimmy Adams  
Deputy Executive Director  
(502) 564-4606  
E-mail: Jimmy.Adams@ky.gov

Ms. Donna Brockman  
Director  
Professional Learning and Assessment  
(502) 564-4606  
E-mail: Donna.Brockman@ky.gov

**Date:**

April 13, 2015



**2015-2016 KTIP Budget as of 4/13/15**

Due to continued budget restraints, 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 (CTE) 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 2015-2016. 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. It is important to note that the university funding per intern is being increased this year by \$45 to \$308. The purpose for this increase is due to the amount of training necessary (an estimated 4000 people) to educate all committee members on the new KTIP which is aligned to PGES. In order to accommodate for this increase, contracts will start on May 15, 2015, and run through June 30, 2016. Please note that the maximum enrollment of 2,364 interns into KTIP has not changed from FY15.

The budget spreadsheet is provided below. 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.

Agenda Book

Agenda Book

	2015		2016	
	Fiscal Year 2015 Budget		Fiscal Year 2016 Actual	
	\$1120 Stipend for Resource Teachers		\$1120 Stipend for Resource Teachers	
<b><u>Public and Private School Interns</u></b>				
Enacted Budget		\$ 3,270,300		\$ 3,376,300
Budget Reduction				
Adjusted Budget		3,270,300		3,376,300
Resource Teacher Stipends	\$ 1,120	\$ 2,647,680	\$ 1,120	\$ 2,647,680
Substitute Teacher Reimbursement		\$ -		\$ -
Teacher Educator and Training Costs	\$ 263	\$ 621,732	\$ 308	\$ 728,112
Refunds from Prior Yr Contracts				
Total costs for all other Interns	\$ 1,383	3,269,412	\$ 1,428	3,375,792
Remaining Funds		\$ 888		\$ 508
No. of FY Interns funded by KTIP (FTE)		2,364		2,364
No. of Half Year Interns funded by KTIP		-		-
No. of new teachers not funded by KTIP		-		-
Total		2,364		2,364
<b><u>Career and Technical School Interns</u></b>				
Revenue - Perkins Grant Funds		\$ 90,000		
Resource Teacher Stipends	\$ 1,120	\$ 67,200		\$ -
Substitute Teacher Reimbursement	\$ -	\$ -	\$ -	\$ -
University Costs (8 Contracts)	\$ 401	\$ 24,060		\$ -
Refunds from Prior Yr Contracts				
Total costs for all other Interns		\$ 91,260		\$ -
Remaining Funds		\$ (1,260)		\$ -
No. of FY Interns funded by KTIP		60		
No. of Half Year Interns funded by KTIP		-		-
No. of new teachers not funded by KTIP		-		-
Total		60		-

# Agenda Book

**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Action Item, Waiver A**

**Action Item:**

Request for Waiver of the Board's decision to notate periods of suspension and/or revocations on certificates when reissued

**Applicable Statute, Regulation, or Board Action:**

Board action 2004-054

**Applicable Goal:**

Goal 3: Every credentialed educator exemplifies behaviors that maintain the dignity and integrity of the profession by adhering to established law and EPSB Code of Ethics.

**Issue:**

Should the Education Professional Standards Board waive the Board decision to notate periods of suspension and/or revocations on the certificate of a teacher who was suspended for six (6) weeks beginning June 30, 2003?

**Background:**

By agreed order dated May 19, 2003, Susan Chavira Price's teaching certificate was suspended for six weeks beginning June 30, 2003, due to a testing violation involving her own child. Staff has provided the relevant documents from Ms. Price's disciplinary file for the Board's review. In August 2004, the Education Professional Standards Board approved notating periods of suspension or revocation on reissued certificates. Suspension and revocation dates are automatically notated on any certificate that is renewed or reissued pursuant to the August 2004 decision.

**Extraordinary Circumstances**

Ms. Price contends that her professional conduct over the last twelve (12) years, since accepting the Board's punishment, justifies removing the public notation of her suspension.

**Alternative Actions:**

1. Approve the waiver request.
2. Do not approve the waiver request.

**Contact Person:**

Ms. Alicia A. Sneed, Director  
Division of Legal Services  
(502) 564-4606  
E-mail: Alicia.Sneed@ky.gov

**Date:**

April 13, 2015

**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Action Item, Waiver B**

**Action Item:**

Request for Waiver of the Board's decision to notate periods of suspension and/or revocations on certificates when reissued

**Applicable Statute, Regulation, or Board Action:**

Board action 2004-054

**Applicable Goal:**

Goal 3: Every credentialed educator exemplifies behaviors that maintain the dignity and integrity of the profession by adhering to established law and EPSB Code of Ethics.

**Issue:**

Should the Education Professional Standards Board waive the Board decision to notate periods of suspension and/or revocations on the certificate of a teacher who was suspended from June 20, 2006, through June 25, 2006?

**Background:**

By agreed order on October 25, 2010, Timothy Carver's teaching certificate was retroactively suspended for five (5) days beginning June 20, 2006, due to boundary crossing comments made to students. Staff has provided the relevant documents from Mr. Carver's disciplinary file for the Board's review. In August 2004, the Education Professional Standards Board approved notating periods of suspension or revocation on reissued certificates. Suspension and revocation dates are automatically notated on any certificate that is renewed or reissued pursuant to the August 2004 decision.

**Extraordinary Circumstances**

Mr. Carver feels he cannot gain employment in any school or in any state because of the agreed order he signed.

**Alternative Actions:**

1. Approve the waiver request.
2. Do not approve the waiver request.

**Contact Person:**

Ms. Alicia A. Sneed, Director  
Division of Legal Services  
(502) 564-4606  
E-mail: [Alicia.Sneed@ky.gov](mailto:Alicia.Sneed@ky.gov)



**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Action Item, Waiver C**

**Action Item:**

Request to Waive Admission Requirements to a Superintendent Program

**Applicable Statutes and Regulation:**

16 KAR 3:010, Section 1 (c)

**Applicable Goal:**

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

**Issue:**

Should the Education Professional Standards Board (EPSB) waive the required 2-years administrative experience for admission into a superintendent program?

**Background:**

A waiver of the admission requirements to the superintendent program is requested from Eastern Kentucky University on behalf of Jackie Rogers. Jackie Rogers is a first-year principal who currently serves as the Science Hill Elementary School principal.

16 KAR 3:010, Section 1 (c) requires at least two (2) years of experience in a position of school principal, supervisor of instruction, guidance counselor, director of pupil personnel, director of special education, school business administrator, local district coordinator of vocational education, or a coordinator, administrator, or supervisor of district-wide services. Other administrative experience may be substituted for this requirement with the approval of the Education Professional Standards Board.

Jackie Rogers' experience as a curriculum specialist has been submitted for consideration as "other administrative experience." The job description provided by the local school district is under separate cover.

**Alternative Actions:**

1. Approve the waiver request
2. Do not approve the waiver request

**Contact Person:**

Dr. Kim Walters-Parker, Director  
Division of Professional Learning and Assessment  
(502) 564 – 4606  
E-mail: Kim.Walters-Parker@ky.gov

**Date:**

April 13, 2015



**16 KAR 3:010. Certification for school superintendent.**

RELATES TO: KRS 161.020, 161.028, 161.030

STATUTORY AUTHORITY: KRS 161.028, 161.030

NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.028(1)(b) requires that the Educational Professional Standards Board promulgate administrative regulations establishing standards and approval requirements for teacher and other professional school preparation programs. KRS 161.030 requires the board to promulgate administrative regulations establishing requirements for the authorization of a certificate issued under KRS 161.010 to 161.126. This administrative regulation establishes the preparation and certification program for school superintendent.

Section 1. Conditions and Prerequisites. (1) The professional certificate for instructional leadership - school superintendent shall be issued to an applicant who has completed:

(a) An approved program of preparation, as required by this administrative regulation and pursuant to 16 KAR 5:010;

(b) The appropriate requirements for certification, as established in 16 KAR Chapter 3; and

(c) At least two (2) years of experience in a position of school principal, supervisor of instruction, guidance counselor, director of pupil personnel, director of special education, school business administrator, local district coordinator of vocational education, or a coordinator, administrator, or supervisor of district-wide services. Other administrative experience may be substituted for this requirement with the approval of the Education Professional Standards Board.

(2) The professional certificate for instructional leadership - school superintendent shall be valid for the position of school superintendent or assistant superintendent.

(3) Prerequisites for the program of preparation for the professional certificate for instructional leadership - school superintendent shall include:

(a) Qualifications for a Kentucky teaching certificate;

(b) Admission to the preparation program on the basis of criteria developed by the teacher education institution pursuant to 16 KAR 5:010;

(c) Completion of a master's degree;

(d)1. Except as provided in subparagraph 2 of this paragraph, completion of the Levels I and II preparation and certification for the position of school principal, or supervisor of instruction; or

2. For a candidate who completed preparation for principal prior to 1988, completion of the assessments for administration; and

(e) Completion of at least three (3) years of full-time teaching experience, including at least 140 days per year.