



Education Professional Standards Board

September 2017
Update Memo

EPSB Mission

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.

The EPSB Goals, Strategies, Policies, Procedures, Strategic Plan and Annual Report may be found at <http://www.epsb.ky.gov/boardinfo/mission.asp>.

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EPSB Agency Reorganization Finalized

Executive Order 2017-0567 finalized the requested reorganization of the EPSB Agency. The goal of the reorganization was to make the agency more efficient and effective in meeting the needs of Kentucky educators. The restructuring merged the Division of Professional Learning and Assessment with the Division of Educator Preparation, resulting in the new Division of Educator Preparation, Assessment and Internship. The Division of Legal Services was renamed to the Division of Educator Ethics.

KTIP Information for the Fall of 2017

Please make sure all intern teachers are entered into the EPSB Intern Management System (IMS). **Any intern able to complete 140 instructional days must be documented as soon as possible.** Interns



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denied for budget in previous years are first priority. Our goal is to accommodate everyone this year; however, they must be entered in IMS. Your timely assistance is needed to make this happen.

2016-2017 Admission and Exit Report

16 KAR 5:020 Section 2(2)(b) states: By September 15 of each year, each institution shall provide written confirmation by electronic mail to the Director of the Division of Educator Preparation that all required information has been entered.

Please review the data to ensure that:

- All entries for candidate admissions have been made (initial, advanced, and other school professionals). If a candidate has been entered incorrectly, please contact Lauren Graves and she will edit/delete the data to be input correctly.
- Candidates with pending scores are notified KY does not have record of passing scores.
 - Scores for candidates testing in KY will automatically be sent to EPSB. If a candidate took the assessment in KY, but is showing as pending, it may be an issue with SSN. Please contact Brandon Harrod (Brandon.Harrod@ky.gov) regarding these candidates and we can assist with resolving the issue.
 - Candidates testing out-of-state must select KYEPSB as a score recipient. If KYEPSB was not selected at the time the test was taken, candidates will need to contact ETS and have their scores sent.
- All exits have been made (initial, advanced, and other school professionals). 16 KAR 5:020 Section 2(3), states that the preparation program shall exit any candidate who has not been enrolled in at least one (1) course required for program completion within the last eighteen (18) months. Please be sure to check the data to ensure all candidates that need to be exited have been exited before sending an email stating your report is complete.
 - Option 6 candidates must be concurrently enrolled and employed. If either of these cease, the candidate must be exited from the program at that time.
- Data is accurate. We are generating reports for EPPs to be used for Title II ETS, for Title II IPRC, and KEPAS. Admission and Exit data is also used for a variety of other reports including CAEP and KCEWS. Please ensure all candidates in educator preparation programs have been admitted and exited correctly, and notify us of any errors so we can correct those as quickly as possible.

Please send Ben.Boggs@ky.gov an email when the 2016-2017 Admission and Exit Report is complete and CC Brandon.Harrod@ky.gov. If you have any questions or need assistance, please contact Brandon Harrod.



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KyNT3 National Board Innovator Incentive

The Kentucky Network to Transform Teaching (KyNT3) grant is excited to support the National Board candidacy of teachers in schools that do not already have a board certified teacher through the Innovator Incentive reimbursement program. The Innovator Incentive supports [KRS 161.131](#), a Kentucky statute that outlines the value of board certification and sets a goal that by the year 2020 every school in the Commonwealth will have at least one board certified teacher. This vision, when met, will spread the expertise of accomplished teaching to every school, and eventually every student in the Commonwealth. Funding for the Innovator Incentive is made possible by a US Department of Education SEED grant, funded through the National Board for Professional Teaching Standards. The application, a short video, and a FAQ can be found on the KyNT3 website at <http://kynt3.org/mod/page/view.php?id=58>.

EPSB Regulations Currently Under Consideration

At the EPSB June 19, 2017, meeting, the Board held first readings on the following two regulations:

- 16 KAR 5:030. Proficiency Evaluation, Amendment (EPAI – Contact [Dr. Ben Boggs](#))
- 16 KAR 2:010. Kentucky Teaching Certificates (Certification – Contact [Ms. Donna Brockman](#))

16 KAR 5:030. Proficiency Evaluation, Amendment establishes an alternate process by which an educator preparation provider may recognize the competency and proficiency of a prospective educator or certified educator based on something other than college credit.

Such an established alternate process will ensure there is a means by which a certified educator can establish proficiency and competency based on that certified teacher's teaching experience or past college coursework, and that a prospective educator can establish proficiency and competency based on skills that the prospective educator has previously developed.

An Educator Preparation Provider (EPP) intending to administer proficiency evaluations will need to:

- Notify the EPSB of its plans to conduct proficiency evaluations;
- Provide the EPSB with a copy of the procedure it will use to conduct the proficiency evaluations;
- Work with prospective educators or currently certified educators to create a plan for obtaining a certification; and
- Recommend prospective educators or currently certified educators for certification.

The EPSB will need to receive, review, and approve proficiency evaluation plans before an EPP begins to undertake the new proficiency evaluations.

16 KAR 2:010 identifies the process by which the Education Professional Standards Board issues certificates to applicants seeking certification through a traditional route and an alternate route.



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The proposed amendments to 16 KAR 2:010 were brought forward largely because the Board is considering amendments to 16 KAR 5:030 (Proficiency Evaluation). The Board will need to consider amendments to 16 KAR 2:010 in order to effectuate the intent of 16 KAR 5:030. In addition to those proposed amendments, the Board will also be considering amendments including, but not limited to the following:

- Revisions as a result of recent amendments to KRS 161.010 and KRS 161.048 by the General Assembly in the 2017 Legislative Session;
- Revisions necessary to eliminate the need to incorporate by reference an application form;
- Elimination of the criminal background check requirement; and
- Revisions as a result of the changes made to federal law.

The proposed amendment regulation will be included in the addendum.

Both regulations can be reviewed at <http://epsb.ky.gov/boardinfo/index.asp>. For comments or questions, please contact the representatives listed above by the regulation number and name.

Recommendations from the Additional Options for a Rank II Committee

At the August 21, 2017, meeting, the Board adopted the recommendations from the Additional Options for a Rank II Committee for the intent to view possible implementation plans and potential impact. The committee recommendations are:

1. Remove the mandatory requirement for an educator to obtain a Rank II as outlined in 16 KAR 8:020 Planned Fifth-year Program.
2. Allow a National Board Professional Teaching Standards (NBPTS) certification to apply toward either a Rank II or Rank I as allowed in KRS 161.1211 (1) Classification of teachers. If an educator receives an additional NBPTS certificate in a different content area, the second certification may be used for a Rank I.
3. Create an approval process for an education cooperative, school district, or similar, as allowed in KRS 161.030 (10) Certification authority to submit a planned pathway for a Rank II utilizing field-based experience, individual research, and approved professional development as allowed in KRS 161.095 Continuing Education for Teachers.
4. Maintain the current Continuing Education Option (CEO) program as is.
5. Remove the prerequisite of a master's degree for admission to an administrative program, but maintain the experience prerequisites.
6. Inform and promote the changes made by the Board once they go into effect.

Newly Adopted Board Goals

At the August 21, 2017, meeting, the Board adopted the following goals:



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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.
 - 1.1 Maintain regular and rigorous reviews of all program quality indicators.
 - 1.2 Document and publish information on the quality of each preparation program.
 - 1.3 Provide technical assistance to support program improvement.
 - 1.4 Utilize research to inform program improvements.
 - 1.5 Review programs to ensure focus on student learning.
 - 1.6 Maintain a focus on continuous improvement of all preparation programs.
 - 1.7 Provide accurate and reliable data to support decision making.
 - 1.8 Ensure that all Kentucky Educator Preparation Programs 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.
2. Every professional position in a Kentucky public school is staffed by a properly credentialed educator.
 - 2.1 Document every assignment of educators in Kentucky public schools.
 - 2.2 Monitor the validity and reliability of teacher and administrator assessments.
 - 2.3 Document and publish the results of all assessments required of new teachers and new administrators.
 - 2.4 Maintain a focus on continuous improvement of all traditional and alternative route certification procedures and processes.
 - 2.5 Provide accurate and reliable data to support decision making.
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.
 - 3.1 Promote awareness of the EPSB Code of Ethics through ethics trainings, seminars, publications, and the like.
 - 3.2 Maintain an accurate database of misconduct and character and fitness cases.
 - 3.3 Present in a timely manner all cases for review by the EPSB.
 - 3.4 Maintain a focus on continuous improvement of all hearing procedures.
 - 3.5 Provide accurate and reliable data to support decision making.
4. Every credentialed educator participates in a high quality induction into the profession and approved educational advancement programs that support effectiveness in helping all students achieve.
 - 4.1 Develop and utilize reliable measures of teacher effectiveness and student achievement that may be used in evaluation of induction and professional advancement activities.
 - 4.2 Ensure that every new teacher and principal has a high quality induction experience while demonstrating knowledge and skills that support student learning.



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- 4.3 Ensure that high quality mentoring and support services are provided for teachers seeking National Board for Professional Teaching Standards certification.
- 4.4 Ensure that the Continuing Education Option for rank change program maintains appropriate rigor while demonstrating advanced knowledge and skills that support student learning.
- 4.5 Provide accurate and reliable data to support decision making.
5. The EPSB shall be managed for both effectiveness and efficiency, fully complying with all federal and state law and established agency policies.
 - 5.1 Maintain a qualified and diverse EPSB workforce.
 - 5.2 Ensure that all personnel are experiencing life-long learning and professional experiences that support their professional growth.
 - 5.3 Seek full funding for all EPSB operations, personnel, and programs through an approved biennial budget request.
 - 5.4 Provide semiannual budget reports to the EPSB.
 - 5.5 Maintain facilities, equipment, and agency technology that support efficient and productive agency operations.
 - 5.6 Maintain and review EPSB Policies and Procedures.
 - 5.7 Maintain appropriate committee reports to the EPSB.

Congratulations to the University of Louisville and Murray State University

The Council for the Accreditation of Educator Preparation (CAEP) recently accredited the University of Louisville and Murray State University. At the August 21, 2017, meeting of the Board, both universities also received their state accreditation and program approvals. Accreditation is the culmination of years of work and preparation. These two universities are the first to be CAEP accredited in Kentucky.

New Website Demo

The EPSB is in the process of developing a new website. The agency's goals for the new website are to make it easier to find information, help our audience understand the work of the EPSB including statutes and regulations, and eventually provide two-way communication and trainings. While the test site is available for review, we ask that you keep in mind that by its very nature, it may not always be available. The test site can be found at:

<https://webtest1.kyepsb.net/moodle/server/moodle/>

Please take some time to review the site, and if you would like to provide some feedback for us, please go to:

<https://www.surveymonkey.com/r/S37FT5B>



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Duty to Report

Pursuant to KRS 161.120(2), a superintendent has the duty to report in writing to the EPSB any certified school employee in the superintendent's district:

- whose contract is terminated or not renewed, for cause except failure to meet local standards for quality of teaching performance prior to the employee gaining tenure;
- who resigns from, or otherwise leaves, a position under threat of contract termination, or nonrenewal, for cause;
- who is convicted in a criminal prosecution; or
- who otherwise may have engaged in any actions or conduct while employed in the school district that might reasonably be expected to warrant consideration for action against the certificate under KRS 161.120.

Pursuant to 16 KAR 1:030, a superintendent's duty to report shall include the reporting of criminal convictions discovered by the district pursuant to KRS 160.380, even if the conviction occurred prior to the date the educator's certification was issued.

The report must be made within thirty (30) days of the event giving rise to the duty to report. If the event giving rise to the duty to report relates to an educator's criminal conviction, the superintendent must submit a report to the EPSB within thirty (30) days after the superintendent or designee became aware of the conviction.

The duty to report exists without regard to any disciplinary action, or lack thereof, by the superintendent.

The report must contain the full facts and circumstance of the conduct, as well as the employee's:

- name,
- address,
- phone number,
- social security number, and
- position title.

A superintendent is also required to forward copies of all relevant documents and records in his or her possession.

The Online Educator Complaint System is available for superintendents or their designee to report allegations of educator misconduct through the EPSB Website. The EPSB will also accept reports via mail to 100 Airport Road, 3rd Floor, Frankfort, KY 40601.



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For questions regarding the duty to report, please contact Cassie Trueblood at 502-564-4606 or cassie.trueblood@ky.gov.

NASDTEC Clearinghouse Now Available to School Districts

Since 1928 the National Association of State Directors of Teacher Education and Certification (NASDTEC) has been a national leader in matters related to the preparation and licensure of professional school personnel. The NASDTEC Educator Identification Clearinghouse (Clearinghouse) is a searchable database that since 1989 has provided official government licensing agencies information regarding individuals whose professional educator certificates/licenses have been annulled, denied, suspended, revoked, or otherwise invalidated. Once a final judgment is made in a misconduct case and the results released to the public, the licensing agency enters the information into the Clearinghouse database.

The Clearinghouse is now available to local school districts. NASDTEC is accepting applications from local school districts (public and private) for access to the Local Education Agency (LEA) Clearinghouse.

Including the LEA Clearinghouse in the screening process of applicants is good policy and practice. The rationale for providing local school districts (public and private) access to the Clearinghouse is rooted in two realities:

1. Most administrative actions taken in response to educator misconduct do not result in an arrest; therefore, a typical background check may not reveal important adverse actions taken against an educator's certificate.
2. It is not uncommon for an educator who has had adverse action taken against a license to apply for a non-certified position; without the review by a state licensing agency, the district would be unaware of past misconduct.

Bottom line, it is good policy and practice to include the NASDTEC Clearinghouse in the screening of all applicants.

If you have any questions, please email support@nasdtec.org.

[Click here to learn how your school district can have access to this valuable resource.](#)

Meetings Across the State

9/7/2017	GRREC	Board Meeting
9/11-12/2017	CPE	2017 Governor's Conference on Postsecondary Education
9/13/2017	NKCES	Board Meeting
9/14/2017	SESC	Board Meeting
9/20/2017	CKEC	Board Meeting



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9/20/2017	KEDC	Board Meeting
9/22/2017	KATE	Annual Conference
9/22/2017	KDE	IHE Consortium Meeting
9/26/2017	KASA/CEL	Implementing the Professional Learning Community Process in Your Elementary School
9/27/2017	KVEC	Board Meeting
9/27/2017	OVEC	Board Meeting
9/26-27/2017	WKEC	Fall Retreat and Board Meeting

The next regularly scheduled meeting of the EPSB is Monday, October 9, 2017, at 10:00 AM (Eastern Time) in Conference Room A, 100 Airport Road, 3rd Floor, Frankfort, Kentucky.

EPSB meeting agendas may be found one week prior to the meeting at <http://www.epsb.ky.gov/boardinfo/meetingagendas.asp>.