

APPROVED MINUTES OF THE STATE OF IDAHO PROFESSIONAL STANDARDS  
COMMISSION MEETING OF AUGUST 14-15, 2014

**ATTENDANCE**

Members present at August 14 committee meetings: Allred, Chipman, Hedeem, Henry, Kellerer, Lakey-Campbell, McKinney, Meyer, Mikolajczyk, Nelson, Nuckols, Roark, Sulfridge, Van Mullem, Welton. SDE staff present: Haas, Lackey, Markland, Miranda, Raney, Schwab. Absent: Enger, Saffle. Guests: Terry Gilbert, Andy Snook.

Members present at the August 15 general meeting: Chipman, Hedeem, Henry, Kellerer, Lakey-Campbell, McKinney, Meyer, Mikolajczyk, Nelson, Nuckols, Roark, Sulfridge, Van Mullem, Welton. SDE staff present: Haas, Lackey, Markland, Miranda, Raney, Schwab. Absent: Allred, Enger, Saffle. Guests: Terry Gilbert, Andy Snook.

Deb Hedeem (public higher education – Idaho State University); Charlotte McKinney (secondary classroom teacher – Mountain View SD #244); and Donna Sulfridge (elementary classroom teacher – Mountain Home SD #193) were introduced as new members.

**AGENDA REVIEW/REVISIONS/APPROVAL**

**M/S (Lakey-Campbell/Chipman): To approve the August 14-15, 2014, Commission meeting agenda as printed.** Motion carried unanimously.

**APPROVAL OF MINUTES**

**M/S (Nelson/Kellerer): To approve the May 29-30, 2014, Commission meeting minutes as printed.** Motion carried unanimously.

**CONSIDERATION OF STIPULATIONS/FINAL ORDERS BY FULL COMMISSION**

Deputy Attorney General Andy Snook provided the Commission with the Stipulation listed below. The Stipulation was agreed to by the respective respondent and was recommended by Andy Snook and the Executive Committee for adoption by the Commission. The Commission members reviewed the Stipulation at the meeting and, having no questions or requests for discussion, voted as follows:

**M/S (Welton/Allred): To accept the proposed Stipulation as written and enter the accompanying Consent Order in Case #21401 regarding the certificate of Julie Handyside.** Motion carried unanimously. Commission members Chipman, Henry, Kellerer, and Nelson were recused from voting.

Andy Snook provided the Commission with the Stipulation listed below. The Stipulation was agreed to by the respective respondent and was recommended by Andy Snook and the Executive Committee for adoption by the Commission. The Commission members reviewed the Stipulation at the meeting and, having no questions or requests for discussion, voted as follows:

**M/S (Roark/Kellerer): To accept the proposed Stipulation as written and enter the accompanying Consent Order in Case #21326 regarding the certificate of Carl Van Valkenburg.** Motion carried unanimously. Commission members Allred, Chipman, Henry, Meyer, and Nelson were recused from voting.

Andy Snook presented the proposed Findings of Fact, Conclusions of Law, and Final Order for consideration by the Commission in Professional Standards Commission Case #21404 regarding the certificate of Sid Campbell. He also recommended the adoption of the proposed Findings of Fact and Conclusions of Law as presented and that the Commission enter the Final Order permanently revoking the certificate of Sid Campbell based upon his alleged misconduct and subsequent voluntary surrender of his teaching certificate.

**M/S (Allred/Welton): To accept the proposed Findings of Fact and Conclusions of Law as written to permanently revoke the teaching certificate of Sid Campbell and enter the accompanying Final Order in Case #21404 regarding the certificate of Sid Campbell.** Motion carried unanimously. Commission members Chipman, Henry, Meyer, and Nelson were recused from voting.

## **ADMINISTRATIVE REPORT**

Taylor Raney (unless indicated otherwise) reported on the following.

1. An orientation webinar for new Commission members was conducted on August 1.
2. The tiered licensure recommendation of the Governor's Task Force for Improving Education was recently submitted to the State Board for approval consideration. The committee has recommended a continuum of professional growth/learning tied to licensure. The recommendation was approved by the State Board on August 14, and the public comment period for it will begin on October 1.
3. Hotel 43 is the new lodging site for out-of-the-area members attending Commission meetings. If those members are unable to attend Commission meetings, they are asked to cancel Hotel 43 reservations at least 24 hours prior to the meetings, unless emergency situations preclude that.
4. Ethics posters (stressing the need for boundaries in social media use in order to not jeopardize one's professional career) geared toward educators in the state are

available to Commission members for posting in break rooms, restrooms, teachers' lounges, etc.

5. The Northwest Nazarene University (NNU) program review will be conducted on March 1-3, 2015. A state team chairperson will soon be appointed. In November there will be a pre-review meeting of all who are involved in the actual effort – the Council for the Accreditation of Educator Preparation (CAEP) team, the NNU pre-review preparation team, and Commission staff members.
6. At the May Commission meeting, the proposed shift from a K-12 Special Education Generalist endorsement to a separate elementary (K-8) endorsement and secondary (6-12) endorsement was approved in order to better show competencies at both levels. That proposal was forwarded to the State Board for approval consideration. In the interim, two different regional superintendent groups provided oppositional input on the measure, and thus the proposal was removed from the State Board agenda. The Standards Committee will reconsider the proposal at its meeting and bring a recommendation forward for full Commission consideration.
7. Taylor is exploring the possibility of conducting a pilot (with Title II funds) on a limited basis using the Teachers-Teachers.com website to match job-seeking teachers with employing Idaho school districts to help with the teacher shortage. More on this topic will follow at a future meeting.
8. A meeting for the development of Computer Science and Engineering standards and an endorsement will be held in mid-September. Boise State University began this process some time ago. There are quite a number of people interested in working on this effort.
9. The Special Education director in the Department of Education has resigned; an interim director is currently serving, and a permanent director will be hired.
10. Taylor asked Commission members to make him aware of individuals who make a special effort to support the work of the Commission (attending our committee meetings, etc.), and he will send them a Commission thank you card.
11. The accountability system – known as Idaho's Five-Star Rating System – that measures and recognizes the academic performance in Idaho's schools will be put on hold for 2-3 years in light of the transition from the Idaho Standards Achievement Tests (ISATs) to the Smarter Balanced assessment system.

## **AUTHORIZATIONS COMMITTEE**

During its July 30 teleconference and its August 14 meeting, the Authorizations Committee recommended that the Commission approve the following new Teacher to New Certificate/Endorsement requests (for the 2014-2015 school year):

BLACK, Cynthia, Castleford Joint #417, Spanish 6-12  
 BOLT, Joshua, Post Falls #273, Generalist K-12  
 CAMPBELL, Caleb, New Plymouth #372, French 6-12  
 CHURCH, Tami, Lapwai #341, Mathematics - Basic 6-12  
 CLARK, Amy, Coeur d'Alene #271, Director of Special Education and Related Services  
 PreK-12  
 CORNELL, Amy Owens, Meridian Joint #2, Spanish K-12  
 DAHL, Kent, Castleford Joint #417, Earth Science 6-9; Physical Science 6-9  
 DAVENPORT, Caitlin, Nampa #131, Generalist K-12  
 DEMME, Jane, Kamiah Joint #304, Art 6-12  
 EFIRD, Valerie, Lapwai #341, Physical Education 6-12; Health 6-12  
 EISENTRAGER, James, Nampa Christian Schools #573, School Principal PreK-12  
 EMFIELD, Jared, Taylor's Crossing Charter School #461, Mathematics – Basic 6-12  
 GOUCHER, Nicole, St. Maries Joint #41, All Subjects K-8  
 HAMBLIN, Haley, West Side Joint #202, Mathematics – Basic 6-12  
 JONES, Karen, Nampa #131, Generalist K-12  
 LEISS, Kent, Lake Pend Oreille #84, American Government 6-12  
 LINDGREN, Bonnie, Nampa #131, Generalist K-12  
 LOUDENSLAGER, Debra, Teton County #401, All Subjects K-8  
 LOUIE, Kara, Meridian Joint #2, Teacher Librarian K-12  
 LUKE, Susan, Compass Public Charter School #455, School Principal PreK-12  
 PALAN, Amanda, Syringa Mountain Charter School #488, All Subjects K-8  
 SCHMIDT, Andrea, Post Falls #273, Physical Education 6-12; Health 6-12  
 SHEPPARD, Amy, Lakeland Joint #272, Generalist K-12  
 SLOCUM, Melissa, Meridian Joint #2, Gifted and Talented K-12  
 SMITH, Allison, Troy #287, Generalist K-12  
 STRONG, Dana, Orofino Joint #171, English 6-12  
 SURERAS, Lorrie, Snake River #52, Teacher Librarian K-12  
 TRIOLO, Lisa, Nampa #131, Generalist K-12  
 WALTON, Catey, Lakeland Joint #272, Generalist K-12  
 WILHELM, William, Lake Pend Oreille #84, Art 6-12  
 YOUNG, Gayle, Melba Joint #136, Generalist K-12

During its July 30 teleconference and its August 14 meeting, the Authorizations  
 Committee recommended that the Commission approve the following renewal Teacher to  
 New Certificate/Endorsement requests (for the 2014-2015 school year):

BRADLEY, Charlene, Meridian Joint #2, Generalist K-12 (3)  
 BROWN, Matthew, Lakeland Joint #272, Gifted and Talented K-12 (2)  
 COCHRANE, Andrew, McCall-Donnelly Joint #421, Gifted and Talented K-12 (3)  
 DIPLOCK, Phillip, Nampa #131, School Principal PreK-12 (2)  
 FAHNSTROM, Erin, Meridian Joint #2, Generalist K-12 (2)  
 ROGERS, Amy, Nampa #131, Generalist K-12 (2)  
 SCHWAB, Travis, Madison #321, Director of Special Education and Related Services  
 PreK-12 (2)

During its July 30 teleconference and its August 14 meeting, the Authorizations Committee recommended that the Commission approve 15 Provisional Authorizations (for the 2014-2015 school year) and 10 Alternative Authorizations – Content Specialists (for the 2014-2015 school year).

**The Commission ACCEPTED the report of the Authorizations Committee.** Motion carried unanimously.

## **PROFESSIONAL DEVELOPMENT COMMITTEE**

Chair Kim Mikolajczyk reported that in light of the growing problem nationally of teacher-student misconduct, the committee kept its focus of last year of the need for the development of a code of conduct for educators apart from the Code of Ethics that Idaho already has. Committee members discussed the current work of the National Association of State Directors of Teacher Education and Certification (NASDTEC) called the NASDTEC Project: Model Code of Ethics for Educators (MCEE). Twenty outstanding educators in the nation were selected to serve on the MCEE Task Force to develop the model code. Their goal is to have a completed model code for publication by mid-summer of 2015. With the NASDTEC model, each state, educator preparation program, and educator can adopt or adapt a method of practice that internalizes ethical standards, and each jurisdiction can monitor the educator's conduct in a universally acceptable and more equitable manner. In the interim, the Professional Development Committee will research books and other publications that provide teachers/administrators with direction in ethics or conduct, especially in the areas of social media/technology. The committee will share that information with the full Commission.

**The Commission ACCEPTED the report of the Professional Development Committee.** Motion carried unanimously.

## **BUDGET SUBCOMMITTEE**

Chair Laural Nelson reported that the Commission budget for FY15 has been approved. The overall budget for FY15 has been decreased somewhat to align more with the amount of anticipated income.

**The Commission ACCEPTED the report of the Budget Subcommittee.** Motion carried unanimously.

## **STANDARDS COMMITTEE**

Chair Paula Kellerer reported on the following committee discussion items (unless indicated otherwise):

1. Taylor Raney updated the committee on the Network for Transforming Educator Preparation (NTEP) grant. October marks the start of the second year of the

NTEP grant cycle. Pilots were completed in the spring with approximately 20 triads participating. Higher education institutions in the state will implement Individualized Professional Learning Plans (IPLPs) and Common Summative Assessments in the spring of 2015. The institutions are also collaborating statewide regarding the work associated with this grant.

2. The waiver that allows school social workers to work as counselors at the middle school level was clarified. This waiver was created to allow current school social workers (those employed prior to January 14, 2014, and who maintain their current position) to work as middle school counselors. The decision to create the waiver was approved by the full Commission in January of 2014. Idaho Code 33.12.12 allows certified school social workers to fill elementary counseling positions. Since a grade level distinction (elementary) is referenced in the code, school social workers employed in middle school counseling positions were not in compliance with code. The waiver provided a pathway to grandfather those school social workers who were employed in those middle school counseling positions to continue to fulfill that role. A more permanent solution allowing school social workers to fulfill middle school counseling positions would require a change in statute.
3. Educational Testing Service (ETS) is discontinuing the Physical Science Praxis II exam. The committee clarified that acceptable Praxis II exams that teacher candidates seeking the composite Physical Science endorsement may take (at least until the next Science Standards Review) as a replacement for the Physical Science exam include Chemistry (5245), Physics (5265), or General Science (5435).
4. Following the May Commission meeting, the School Social Worker standards and endorsement language was returned to the Standards Committee for clarification on what specifically was being requested of the original School Social Worker Standards Review team in terms of revision. At the August Commission meeting, the Standards Committee clarified that in the standards language under Standard 1, the committee would like to see what are actually endorsement requirements deleted and for the review team to replace them with Performance Outcomes that they have created. In the endorsement language, the committee would like to see item B. struck and item C. rewritten as, "The successful completion of a CSWE-recommended graduate level course focused on social work knowledge, skills, and practice in schools." (Rationale: Change to clarify the difference between a course and a practicum as noted in item D.)
5. Following the May Commission meeting, the original Special Education Blind and Visually Impaired Standards Review team reconsidered the related standards language, made some revisions, and resubmitted the standards language to the Standards Committee. At the August Commission meeting, the Standards Committee clarified that they were reviewing the resubmitted standards language

and now requested that Commission staff make needed editorial changes in that language.

6. At the May Commission meeting, both the Standards Committee and the full Commission discussed and approved the shift from a K-12 Special Education Generalist endorsement to a separate Special Education Elementary K-8 Generalist endorsement and a Special Education Secondary 6-12 Generalist endorsement to better show competencies at both levels. Because of oppositional input received (see page 3, ADMINISTRATIVE REPORT, item 6), this proposed split was pulled from the August State Board agenda. At the August Commission meeting, the Standards Committee reported that they are requesting more input on such a proposed split before discussing it further. Taylor Raney will communicate with other states that have such a split in their K-12 Generalist endorsement for their perspectives. Laural Nelson, Becky Meyer, and Elisa Saffle will communicate with their constituencies for recommendations on how to encourage educators to seek the Special Education endorsement. Clara Allred will communicate with special education directors to explore the pros and cons of split certifications. Deb Hedeem, Heather Van Mullem, and Paula Kellerer will discuss this issue with higher education institutions to determine its impact on programming and curriculum.

7. The committee revisited the process for higher education institutions to add endorsements to Idaho teaching certificates and is seeking clarification of the process to ensure consistency among institutions. The Department of Education provided the following clarification:

*If an individual is currently certified and wishes to add an endorsement in a new content area, the institution can work with the individual to provide evidence of content, pedagogy, and performance. For endorsements only, the institution can do so regardless of whether it has a Department of Education-approved program in the new content area or not. (For initial certification, the institution must have a Department of Education-approved program in the content area). If the individual is currently employed in the new content area, the school district and the higher education institution can work on a plan for alternative certification, and the district is required to provide supervision. A higher education institution can accept this as evidence of performance if it deems the evidence as appropriate.*

The Idaho Association of Colleges for Teacher Education (IACTE) will review the above clarification at its October meeting. It will also review practice for what is done in situations when an individual is not currently certified and the institution does not have Department of Education program approval for the specific content area.

8. The committee is seeking clarification in the rule language regarding the Idaho Comprehensive Literacy requirements. The language currently implies that all

certificated individuals must have a deep understanding of literacy. Someone with special education or elementary certification has this, but secondary mathematics teachers would not have this understanding. Taylor Raney is working with the Literacy Technical Advisory Committee, from whom the Standards Committee hopes to get recommendations/clarification on the issue.

9. Upcoming standards and endorsement reviews/development include the following:

Computer Science/Engineering – development – September 18-19, 2014  
Communication/Journalism – standards review – October 9-10, 2014  
Health/Physical Education – standards review – October 23-24, 2014  
Early Childhood/Blended – standards review – November 13-14, 2014  
Social Studies – standards review – January 29-30, 2015

10. ETS is developing an ethics exam, and the probable cost is \$50 per candidate. This potentially may become a recertification requirement.
11. The current Praxis I test series is being retired and ends September 1. Many of Idaho's higher education institutions used the Praxis I to test essential skills in math, reading, and writing. Idaho does not have cut scores for the new Praxis I test series. Interested institutions can meet with ETS to determine how to set appropriate cut scores.
12. The committee reviewed the Commission Procedures Manual for needed revisions. It was recommended that the sentences in the Step 6 bullet under HANDLING MAIN MOTIONS on page 23 of the Procedures Manual be changed for purposes of clarification. They currently read as indicated below.
  - The chair can close debate when there is no further debate or a member can move the "previous question". This motion (the previous question) requires a second and a two-thirds vote for adoption.

The recommended revised wording follows.

- The chair can close debate when there is no further debate; or
- A member can move to close the debate by calling for the question. The member's motion to close the debate needs to be seconded and approved by two-thirds vote.

The committee also requested clarification for the parliamentary procedure for committee work – what comes out of committee as a motion for full Commission consideration and what comes out as a report. Our deputy attorney general will provide clarification on this.



13. The committee also reviewed its portion of the Commission working plan for needed revisions. It was recommended that the following revisions be made throughout the document: change "NCATE" to "CAEP" and change "teacher preparation program" to "Educator Preparation Program" or EPP.
14. The committee recommended that the Commission standards review process be adjusted in the following two ways in order to ensure sufficient stakeholder opportunity for input on standards revisions recommended by standards review content experts: 1) include stakeholder representatives (administrators, superintendents, etc.) on standards review teams rather than just content experts; and 2) hold for Standards Committee consideration/voting the information from standards review teams requiring stakeholder input until the following Standards Committee meeting to provide stakeholders adequate time to review and engage in dialogue should they wish to.

**The Commission ACCEPTED the report of the Standards Committee.** Motion carried unanimously.

## **EXECUTIVE COMMITTEE**

Chair Esther Henry reported that the Executive Committee met with Andy Snook, Shannon Haas, Taylor Raney, and Annette Schwab to discuss ethics case information.

**M/S (Meyer/Henry): To move the Executive Committee into Executive Session to review and discuss investigation records exempt from disclosure as prescribed by Idaho Code §67-2345(d).** Motion carried unanimously.

Andy Snook reviewed the cases needing Executive Committee decisions.

**M/S (Chipman/Henry): To move the Executive Session of the Executive Committee into Open Session to vote on investigation records exempt from disclosure as prescribed by Idaho Code §67-2345(d).** Motion carried unanimously.

Esther Henry reported that the Executive Committee reviewed 9 cases and found Probable Cause in 7 of those. Actions taken included 2 revocations, 2 indefinite suspensions, 1 letter of reprimand, 1 warning letter, and 1 reconfirmation of an earlier decision. Conditions were also written for the indefinite suspensions, letter of reprimand, and warning letter.

There are currently 7 cases under investigation, 8 cases pending stipulation, 9 cases in which the administrative complaints are to be filed, 1 hearing completed in northern Idaho, and 2 anticipated hearings.

Cases closed included the following:

#21014 - Revocation (default)

- #21018 - Revocation (default)
- #21028 - Letter of Reprimand with Condition
- #21107 - Revocation (default)
- #21114 - Letter of Reprimand with Condition
- #21207 - Indefinite Suspension with Conditions
- #21210 - No Pursuit of Disciplinary Action
- #21212 - Revocation (default)
- #21233 - Indefinite Suspension with Conditions
- #21312 - Conditions on Certificate
- #21314 - Revocation (default)
- #21330 - Letter of Reprimand with Condition
- #21333 - Letter of Reprimand
- #21338 - Letter of Reprimand
- #21405 - Revocation (voluntary surrender)

The committee also reviewed its portion of the working plan and the Commission Procedures Manual for needed revisions and updated its new members on the process it uses in handling ethics complaints.

**The Commission ACCEPTED the report of the Executive Committee.** Motion carried unanimously.

## **LEADERSHIP TEAM**

Esther Henry reported that the Leadership Team met by teleconference on August 30. Members listened to Taylor Raney's report on the orientation webinar that was set up for new Commission members and the removal of the proposed Special Education Generalist endorsement split from State Board consideration because of oppositional stakeholder input. They also reviewed the August full Commission meeting agenda, budgets, and upcoming dates for the remaining 2014-2015 Leadership Team teleconferences.

A new person is needed to call members' names for voice votes on ethics case stipulations and final orders at full Commission meetings. Elisa Saffle and Kim Mikolajczyk will share that responsibility during the current academic year.

**The Commission ACCEPTED the report of the Leadership Team.** Motion carried unanimously.

## **NEW BUSINESS**

### **Revisions for Commission Procedures Manual**

Esther Henry reported that the Standards Committee recommended revisions (see STANDARDS COMMITTEE, page 8, item 12) and other minor grammatical revisions to the Procedures Manual will be incorporated in the document.

## Revisions for Commission Working Plan

Esther Henry reported that the Standards Committee recommended revisions (see STANDARDS COMMITTEE, page 9, item 13) to the working plan will be incorporated in the document.

Both the revised Procedures Manual and working plan will replace previous versions on the Commission website.

## COMMUNICATION PLAN

Items of interest in these meeting minutes for member communication to constituencies include the following:

- **Tiered Licensure Update.** Recommendation has been approved by the State Board; public comment period will follow (see page 2, ADMINISTRATIVE REPORT, item 2).
- **Special Education Endorsement Update.** Proposed split of endorsement put on hold; additional stakeholder input sought (see page 3, ADMINISTRATIVE REPORT, item 6 and page 7, STANDARDS COMMITTEE, item 6).
- **New State Special Education Director.** Interim director currently serving; new director to be hired soon (see page 3, ADMINISTRATIVE REPORT, item 9).
- **Star Rating System on Hold.** Accountability system for schools will be put on hold for 2-3 years during transition in assessments (see page 3, ADMINISTRATIVE REPORT, item 11).
- **Computer Science/Engineering Standards/Endorsement.** Development to occur in mid-September (see page 8, STANDARDS COMMITTEE, item 9).

## ADJOURNMENT

**M/S (Lakey-Campbell/McKinney): To adjourn the meeting.** Motion carried unanimously.

The meeting adjourned at 11:45 a.m.

---

Mary Jane Markland, Secretary  
Professional Standards Commission

---

Taylor Raney, Administrator  
Professional Standards Commission