

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 Special Meeting Agenda**

**EPSB Offices**

**100 Airport Road, 3<sup>rd</sup> Floor, Conference Room A, Frankfort, KY 40601**

**October 10, 2016**

**Monday, October 10, 2016**

**10:00 AM EDT Call to Order**

**Roll Call**

**Open Speak**

**Approval of Consent Items**

A. Approval of August 15, 2016, EPSB Special Meeting Minutes  
(Pages 1-44)

B. Approval of August 14, 2016, EPSB Work Session Minutes  
(Pages 45-46)

C. Emergency Non-Certified Personnel (Mr. John Fields)  
(Pages 47-50)

D. Master of Arts in Education, Teacher Leader (Rank II), Kentucky  
Christian University (Dr. Ben Boggs) (Pages 51-52)

**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

D. New Teacher Survey Results

E. University of Kentucky Remote Observation Presentation

F. Other Updates

**Report of the Chair**

A. Appointment to the Accreditation Audit Committee

B. Appointment to the Evaluation of the Executive Director  
Committee

**Information/Discussion Items**

A. Teacher Leader Masters Recommendations (Dr. Boggs)  
(Pages 53-54)

B. 16 KAR 1:010. Standards for Certified School Personnel  
(Dr. Boggs; Ms. Lisa Lang) (Pages 55-62)

**Action Items**

- A. Meeting Policy Amendment, Notice of Intent (Ms. Lang)  
(**Pages 63-66**)
- B. 2017 Legislative Agenda (Ms. Marcie Lowe) (**Pages 67-70**)
- C. KTIP Appeal (Ms. Donna Brockman) (**Pages 71-72**)
- D. Approval of Offsite Campus Location, Campbellsville University  
(Dr. Boggs) (**Pages 73-74**)

**Waivers**

- A. 16 KAR 5:010: Request to Waive Language Pertaining to Standards for Accreditation of Educator Preparation Units and Approval of Programs, Thomas More College (Dr. Boggs)  
(**Pages 75-78**)
- B. 16 KAR 5:040. Request to Waive Language Pertaining to Student Teacher Requirements, University of Louisville  
(Dr. Boggs) (**Pages 79-82**)
- C. 16 KAR 5:040. Request to Waive Language Pertaining to Cooperating Teacher Eligibility Requirements, University of Kentucky (Dr. Boggs) (**Pages 83-86**)
- D. 16 KAR 4:010. Request to Waive Language Pertaining to Qualifications for Professional School Positions, Superintendent Leonard Whalen on behalf of Ms. Lori Wooton (Mr. Fields)  
(**Pages 87-90**)
- E. 16 KAR 8:040. Request to Waive Language Pertaining to the Ranking Requirements of an Occupation-Based Career and Technical Education Certification, Superintendent Gary Fields on Behalf of Matthew Atkinson (Mr. Fields) (**Pages 91-93**)

**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:**

December 12, 2016

*The actions delineated below were taken in open session of the EPSB at the August 15, 2016, special 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 Special Meeting  
EPSB Offices, 100 Airport Road, 3<sup>rd</sup> Floor  
Frankfort, Kentucky**

**Consent Item A**

**Call to Order**

Chair Anthony Strong called the meeting to order at 9:05 a.m. EDT.

**Mission Statement**

Chair Strong read the mission statement to the Board.

**Swearing-In of New EPSB Members**

Board secretary Ashley Abshire swore in new EPSB members Casey Gesenhues, William Owens, Sherry Powers, and Sandra Ramsey, and they briefly introduced themselves.

**Roll Call**

The following Board members were present during the August 15, 2016, EPSB special meeting: Rob Akers, Rachel Colyer, Tolya Ellis, Ashley Fishback, Casey Gesenhues, David Graham, Robin Hebert, Donna Hedgepath, Jay Morgan, William Owens, Sherry Powers, Sandra Ramsey, Sandy Sinclair-Curry, Anthony Strong, Cassandra Webb, and David Whaley. Sarah Burnett was absent.

**Open Speak**

There were no requests for Open Speak.

**Approval of Consent Items**

**2016-024**

*Motion made by Mr. Rob Akers, seconded by Dr. David Whaley, to approve the following items on the consent agenda:*

Approval of June 13, 2016, EPSB Meeting Minutes

Interdisciplinary Early Childhood Education, Birth to Primary (Initial Undergraduate Level), University of the Cumberlands

Middle School Grades 5-9: English, Math, Science, Social Studies (Initial Graduate Level – MAT traditional and Option 6), Campbellsville University

Approval of NASDTEC’s Course *Prevention and Correction: Overview* as Training for Educators with Cases Before the EPSB

## Agenda Book

### Approval of ACE Educational Services Courses as Training for Educators with Cases before the EPSB

**Vote:** *Unanimous (Dr. Donna Hedgepath recused)*

Dr. Ben Boggs recognized representatives at the University of the Cumberland and Campbellsville University whose programs were approved.

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

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

Dr. Robin Hebert reported that an Accountability Steering Committee was created to advise and make recommendations to the Commissioner of Education on the new education accountability system. This steering committee is broken into five (5) work groups. The state is considering changes to the current accountability system as allowed under the Elementary and Secondary Education Act (ESSA), the new, main federal law governing public education. Additionally, Dr. Hebert said August 1 was the deadline to give feedback to the USDOE regarding ESSA. She said that KDE has been active in providing such feedback.

#### Report from the Council on Postsecondary Education

Dr. Jay Morgan reported that CPE will soon begin a workgroup to review college admission regulations for admission to public institutions in Kentucky. The workgroup will also review college readiness indicators. Dr. Morgan also said that the Dual Credit Advisory Council has met and will study faculty credentialing as it relates to dual credit.

#### Strategic Plan Update

A written report was provided to the Board.

#### Teacher Leader Master's Review Committee

Dr. Sam Evans, Dean of College of Education of Behavioral Sciences at Western Kentucky University, reported to the Board on the work of the Teacher Leader Master's Review Committee. A final report will be presented to the Board along with recommendations at the October 2016 EPSB meeting.

#### 2016 Annual Report

Ms. Marcie Lowe provided the Board with a copy of the 2016 Annual EPSB Report and stated the report would be posted on the EPSB website.

#### Other Updates

Executive Director Adams invited the Board to attend the December 9, 2016, Accreditation Audit Committee training that will be held at the EPSB offices. He asked any Board member interested in attending to please contact him.

## **Report of the Chair**

### Recognition of Former EPSB Members

Chair Strong recognized former EPSB members Laura Schneider, Ellen Blevins, and Mary John O'Hair for their valued service to the Board. Ms. Blevins and Dr. O'Hair were present to receive their plaques.

### Report from the Nominating Committee for Chair and Vice Chair

Secretary Ashley Abshire read to the Board the EPSB Election of Officers procedure. Nominating Committee Chair Sandy Sinclair-Curry announced to the Board that the nominating committee nominated Dr. Anthony Strong as chair and Dr. David Whaley as vice-chair. Ms. Sinclair-Curry solicited other nominations for chair. There were no further nominations. Ms. Sinclair-Curry solicited other nominations for vice-chair. There were no further nominations. She announced that nominations were closed. Dr. Anthony Strong and Dr. David Whaley were elected as chair and vice-chair, respectively, with a unanimous vote.

### Appointment to the Kentucky Advisory Council on Internships

Chair Strong appointed Rachel Colyer to the Kentucky Advisory Council on Internships.

### Appointments to the Code of Ethics Review Ad Hoc Committee

Chair Strong appointed the following EPSB members to the Code of Ethics Review Ad Hoc Committee: David Whaley (chair), William Owens, Rob Akers, David Graham, and Casey Gesenhues.

### Appointment of an Ad Hoc Committee to Review the Board Goals and Strategic Plan Goals

Chair Strong appointed the following EPSB members to the Ad Hoc Committee to review the Board Goals and Strategic Plan Goals: Donna Hedgepath (chair), Tolya Ellis, Sherry Powers, Jay Morgan, and Sandra Ramsey.

## **Information/Discussion Items**

### Awarded Contracts

Executive Director Adams reported on recently awarded contracts for the new fiscal year. These contracts included personal service contracts with four (4) attorneys, two (2) investigators, and one (1) project specialist to assist with the Division of Educator Preparation. Additionally, the following contracts were awarded: three (3) contracts related to the SEED grant, one (1) contract for consultant services on research, and eight (8) KTIP agreements.

### Financial Report for Fiscal Year 2016

Executive Director Adams gave a financial report for fiscal year 2016 to the Board. He said that the budget began with \$7,361,300; however, during the fiscal year there was a budget reduction of \$331,300. At the end of the year the agency had \$7,886 remaining funds which means the agency expended 99.8% of its budget.

16 KAR 4:040. Recency and Certification Fees, Amendment, Notice of Intent

Certification Division Director John Fields reported on proposed changes to 16 KAR 4:040. Mr. Fields explained that certification fees were first established by the Board in January 1997 and the fees have not changed since that time. He said that with the passing of the most recent biennium budget, the EPSB budget was reduced by approximately 9.5%, so after careful review of the certification fees and the necessary expenditures to continue serving the students and education community of the Commonwealth of Kentucky, the following changes to 16 KAR 4:040 with changes in certification fees were proposed:

- Increase the “Issuance, reissuance, or renewal of a regular certificate” from fifty (50) dollars to eighty-five (85) dollars;
- Increase the “Issuance of a five (5) year substitute certificate” from fifteen (15) dollars to fifty (50) dollars;
- Increase the “Reissuance of limited four (4) year certification” from thirty-five (35) dollars to fifty (50) dollars; and
- Increase the “Issuance of an emergency substitute certificate” from zero (0) dollars to fifteen (15) dollars.

Additionally, the following change relating to method of payment was presented to the Board for consideration:

- Require that certification fees be paid through an Electronic Funds Transfer (EFT) rather than certified check or money order.

This item will be brought back to the Board for final action at its October 2016 meeting. Questions were asked regarding when the new fees would go into effect. If the Board approves these changes in October 2016, then the changes would likely go into effect by the next school year. Executive Director Adams noted that the increase in fees would help to offset KTIP deferrals and assist with litigation and contract attorney fees as well.

Meeting Policy Amendment

General Counsel Lisa Lang reported that that the June and August meetings have been problematic for scheduling meetings so the policy change was proposed to avoid interfering with the beginning of school and to avoid the NASDTEC annual conference date conflict. She said that an additional change to the policy was the Board meeting start time to be moved from 9:00a.m. ET to 10:00a.m. ET to avoid many Board member lodging expenses. This item will be brought back to the Board as an action item for approval at the October 2016 EPSB meeting.

**Action Items**

**Proposed Executive Director Evaluation Policy and Revised Executive Director Evaluation Procedure**

**2016-025**

*Motion made by Dr. Whaley, seconded by Dr. Donna Hedgepath, to approve the Executive Director Evaluation Policy and Revised Executive Director Evaluation Procedure.*

**Vote:** *Unanimous*

**16 KAR 7:010. Kentucky Teacher Internship Program, Amendment, Final Action**

**2016-026**

*Motion made by, Mr. William Owens, seconded by Mr. David Graham, to approve the proposed amendments to 16 KAR 7:010.*

**Vote:** *Unanimous*

**16 KAR 6:010. Examination Prerequisites for Teacher Certification, Amendment, Final Action**

**2016-027**

*Motion made by Dr. Whaley, seconded by Ms. Tolya Ellis, to approve the proposed amendments to 16 KAR 6:010.*

**Vote:** *Unanimous*

**Policy and Procedures relating to Board Action Against a Certificate Holder's Certificate**

Ms. Lang reviewed with the Board minor changes that were made since the June 2016 EPSB meeting when this item was presented as an Information/Discussion item. Some of these changes included the following:

- \*additions to open records;
- \*added a records retention schedule;
- \*only the party that has complained will be updated on the complaint;
- \*clarified that defer for training does not constitute final action, that final action would come back to the Board as a dismissal once training has been completed;
- \*if an educator is suspended, only during the time of suspension will a suspension be noted on the EPSB website; it will be removed from the website after the suspension and it will no longer be noted on the certificate

Ms. Lang stated that the policy and procedures would go into effect the same day the disciplinary regulation was effective. This would give staff the opportunity to ensure that the processes were aligned with the regulation. Many stakeholders had input into the policy and procedures and regulation including representatives from KEA, KDE, KESS, and KASA and most suggestions

## Agenda Book

for changes were incorporated. Ms. Lang asked if anyone had any concerns to please contact her.

### **2016-028**

*Motion made by Dr. Whaley, seconded by Mr. Graham, to approve the proposed Board policy and procedures relating to board action on a certificate holder's certification.*

**Vote:** *Unanimous*

### 16 KAR 1:030. Procedures for Certificate Revocation, Suspension, Reinstatement and Reissuance, and Application Denial, Amendment, Final Action

Ms. Lang reported that one change was made to the proposed regulation since the June 2016 Board meeting when this item was presented as an Information/Discussion item. Clarification was made to the regulation to make it clear that the basis for action was for illegal drug use not just drug use. Chair Strong asked if retroactive suspensions would appear on an electronic format. Ms. Lang said that retroactive suspensions in which the suspension was no longer effective would not appear on an electronic format; however, educators would be required to include the suspension on future applications and the suspension could be discovered through open record requests.

### **2016-029**

*Motion made by Ms. Cassandra Webb, seconded by Mr. Owens, to approve the proposed amendments to 16 KAR 1:030.*

**Vote:** *Unanimous*

### KTIP Appeals

### **2016-030**

#### **Christopher Saffran**

*Motion made by Mr. Graham, seconded by Dr. Hedgepath, to approve the Appeals Committee's recommendation that the decision of unsuccessful by the Intern Committee is upheld. Another statement of eligibility shall be issued to the intern, unless the intern has exhausted the two (2) year provision for participation in the Kentucky Teacher Internship Program, or the period of validity for the Statement of Eligibility has expired pursuant to 16 KAR 7:010, Section 10.*

**Vote:** *Unanimous*

### **2016-031**

#### **Terry Williams**

*Motion made by Ms. Sandy Sinclair-Curry, seconded by Dr. Whaley, to approve the Appeals Committee's recommendation that procedural error(s) by the Intern Committee make(s) it impossible to determine if the intern was, in fact, unsuccessful. The internship should be nullified and the intern allowed to repeat the internship without penalty.*

**Vote:** *Unanimous*

**2016-032**

**Jessica Blackburn-Bird**

*Motion made by Dr. Whaley, seconded Ms. Sinclair-Curry, to approve the Appeals Committee's recommendation that procedural error(s) by the Intern Committee make(s) it impossible to determine if the intern was, in fact, unsuccessful. The internship should be nullified and the intern allowed to repeat the internship without penalty.*

**Vote:** *Unanimous*

Accreditation of the Educator Preparation Unit and Approval of Programs, University of Kentucky

**2016-033**

**Unit Accreditation**

*Motion made by Mr. Owens, seconded by Dr. Powers, to accept the recommendation of the AAC and grant accreditation for the University of Kentucky.*

**Vote:** *Unanimous*

**2016-034**

**Program Approval**

*Motion made by Dr. Whaley, seconded by Dr. Powers, to accept the recommendation of the AAC and grant approval for the initial and advanced level educator preparation programs at the University of Kentucky.*

**Vote:** *Unanimous*

Accreditation of the Educator Preparation Unit and Approval of Programs, Brescia University

**2016-035**

**Unit Accreditation**

*Motion made by Dr. Whaley, seconded by Ms. Sinclair-Curry, to accept the recommendation of the AAC and grant accreditation for Brescia University.*

**Vote:** *Unanimous*

**2016-036**

**Program Approval**

*Motion made by Dr. Powers, seconded by Mr. Owens, to accept the recommendation of the AAC and grant approval for the initial and advanced level educator preparation programs at Brescia University*

**Vote:** *Unanimous*

Education Program Consultant Allison Bell recognized Brenda McGown for her valued service as a member of the Board of Examiners.

Bellarmino University Off-Campus Location Request

**2016-037**

*Motion made by Ms. Sinclair-Curry, seconded by Ms. Ellis, to approve the Bellarmino University request to establish the off-site location request.*

**Vote:** *Unanimous*

**Waivers**

16 KAR 6:020. Request to Waive Requirements Pertaining to the Written Examination Prerequisites for Occupation-Based Career and Technical Education Teachers

**2016-038**

*Motion made by Mr. Rob Akers, seconded by Dr. Powers, to approve the request to waive requirements in 16 KAR 6:020 pertaining to the written prerequisites for occupation-based career and technical education teachers.*

**Vote:** *Unanimous*

16 KAR 2:120. Request to Waive the Requirement of Issuing More Than One Emergency Certificate to the Same Person, Superintendent Ronnie Dotson on behalf of Ms. Sarah McClanahan

**2016-039**

*Motion made by Ms. Webb, seconded by Mr. Graham, to approve the request by Superintendent Ronnie Dotson on behalf of Sarah McClanahan to waive the requirement of issuing more than one emergency certificate to the same person.*

**Vote:** *Unanimous*

16 KAR 8:020. Request to Waive Requirements Pertaining to Rank II, Steven Scudder

**2016-040**

*Motion made by Ms. Sinclair-Curry, seconded by Mr. Akers, to deny the request by Steven Scudder to waive requirements pertaining to Rank II.*

**Vote:** *Unanimous (David Whaley recused)*

16 KAR 2:010. Request for Third Extension to Complete Master's Degree, Terry Gribbons

**2016-041**

*Motion made by Mr. Graham, seconded by Dr. Powers, to approve the request by Terry Gribbons for a third extension to complete his Master's Degree.*

**Vote:** *Unanimous*

**Alternative Route to Certification Applications**

Matthew Gunterman, Business and Marketing, Grades 5-12

**2016-042**

*Motion made by Ms. Webb, seconded by Ms. Ashley Fishback, to approve the alternative route to certification application for Matthew Gunterman.*

**Vote:** *Unanimous*

Jeffrey Stone, Physics, Grades 8-12

**2016-043**

*Motion made by Ms. Sandra Ramsey, seconded by Mr. Graham, to approve the alternative route to certification application for Jeffrey Stone.*

**Vote:** *Unanimous*

Wayne Turbeville, Chemistry, Grades 8-12

**2016-044**

*Motion made by Ms. Fishback, seconded by Dr. Powers, to approve the alternative route to certification application for Wayne Turbeville.*

**Vote:** *Unanimous*

Danielle Wells, Business and Marketing Education, Grades 5-12

**2016-045**

*Motion made by Ms. Webb, seconded by Mr. Owens, to approve the alternative route to certification application for Danielle Wells.*

**Vote:** *Unanimous*

David Cesler, Dance, Grades 5-12

A correction was noted that the certificate being sought was Dance, not Business and Marketing Education.

**2016-046**

*Motion made by Ms. Webb, seconded by Mr. Akers, to approve the alternative route to certification application for David Cesler.*

**Vote:** *Unanimous*

Dr. David Whaley asked if support could be provided to Option 6 individuals in addition to KTIP, and if there was data on the success of Option 6 candidates. Mr. Fields said there was not any data. Other than KTIP, candidates are not required to go through additional training. This is a certification route established through legislation.

**Board Comments**

Chair Strong gave notice that the October 10, 2016, EPSB meeting will begin at 10:00a.m. EDT and will be a special meeting.

**DISCIPLINARY MATTERS:  
MINUTES OF CASE REVIEW  
August 15, 2016**

*Motion made by Ms. Sinclair-Curry, seconded by Mr. Akers, to go into closed session for the purpose of discussing pending litigation and disciplinary matters in accordance with KRS 61.810(1) (c) & (j).*

**Vote:** *Unanimous*

*Motion made by Ms. Casey Gesenhues, seconded by Ms. Sandy Sinclair-Curry, to return to open session.*

**Vote:** *Unanimous*

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

Rob Akers, Rachel Colyer, Tolya Ellis, Ashley Fishback, Casey Gesenhues, David Graham, Donna Hedgepath, William Owens, Sherry Powers, Sandra Ramsey, Sandy Sinclair-Curry, Anthony Strong, and David Whaley.

Attorneys present were Erik Carlsen-Landy, Shuo Han, Lisa Lang, Eric Ray, Hannah Satram-Hale, Cassie Trueblood and Chelsea Young.

**Initial Case Review**

<b><u>Case Number</u></b>	<b><u>Decision</u></b>
160283	Hear
1605293	Defer for training
1603187	Admonish
1605289	Admonish
1605297	Admonish
1605327	Dismissed
1605329	Dismissed
1605311	Hear
1605291	Hear
1605295	Hear
1512849	Hear
1512851	Admonish
1605299	Hear
1604245	Hear
1512863	Hear
1605301	Hear
1603175	Hear
1605345	Hear
1606379	Hear

## Agenda Book

1605305	Hear
1605303	Admonish
1605341	Admonish
1605337	Dismissed
1603181	Defer
1604263	Admonish
1605331	Hear
1604259	Hear
1605319	Defer for training
1604251	Hear
1604253	Hear
1605333	Defer for training
1605317	Defer for training
1605325	Defer for training
1605335	Defer for training
1508579	Defer for training
1605323	Defer for training
1605339	Defer for training
1605287	Hear
1605307	Hear
1606415	Defer for training
160295	Hear
1605313	Dismissed
1606395	Dismissed
070590	Dismissed
160263	Dismissed
1603183	Dismissed
1603185	Dismissed
120121	Dismissed
1508581	Dismissed
1208499	Dismissed
160261	Dismissed

### **Character/Fitness Review**

<b><u>Case Number</u></b>	<b><u>Decision</u></b>
16588	Approve
16583	Approve
16549	Approve
16525	Approve
16540	Approve
16584	Approve
16539	Deny
16554	Approve
16615	Approve
16577	Approve

## Agenda Book

16571	Approve
16628	Approve
16558	Approve
16667	Approve
16651	Approve
16644	Approve
16653	Approve
16503	Approve
16805	Approve
16701	Approve
16773	Approve
16593	Approve
15662	Approve
16685	Approve
16693	Approve
16633	Approve
16699	Approve
16734	Approve
16743	Approve
16776	Approve
16789	Approve
16810	Approve
16750	Deny
16802	Approve
16210	Approve
16161	Approve
16818	Approve
16772	Approve
16532	Approve
16472	Approve
16449	Approve
16680	Approve
16568	Approve
16630	Approve
16626	Approve
16698	Defer
16877	Approve
16899	Approve
16937	Approve
16883	Approve
16942	Approve
16944	Approve
16944	Approve
16943	Approve
16901	Approve
16962	Approve

## Agenda Book

16914	Approve
16736	Approve
16952	Approve
16934	Approve
16950	Approve
16691	Deny
16643	Defer
16585	Approve
16725	Approve
16620	Approve
16607	Approve
16614	Deny
16754	Approve
1618	Deny
151006	Deny
151153	Approve
151479	Approve
151468	Approve
1672	Approve
16133	Approve
16196	Deny
16107	Approve
16123	Approve
16208	Approve
16209	Approve
16304	Approve
16285	Approve
16337	Approve
16904	Deny
16385	Approve
16399	Approve
16716	Approve
16757	Approve
16812	Approve
16828	Approve
16340	Approve
16923	Approve
16925	Approve
16891	Approve
16922	Deny
16916	Deny
16889	Approve
16919	Approve
16956	Approve
16829	Approve

**Agreed Orders**

**Case Number**

**Decision**

1511815 Garry McPeek

Accept Agreed Order admonishing McPeek for violation of state school law. The Board reminds McPeek of his duty to exemplify behaviors which maintain the dignity and integrity of the profession. The Board will not tolerate any further incidents of misconduct by McPeek.

1. By December 1, 2016, McPeek shall provide written proof to the Board that he has completed professional development or training on the “Accounting Procedures for Kentucky School Activity Funds” commonly known as Redbook, as approved by the Board. McPeek shall pay any expense incurred. If McPeek fails to satisfy this condition prior to December 1, 2016, Certificate Number 200010406 shall be administratively suspended until such condition is satisfied.
2. By December 1, 2016, McPeek shall provide written proof to the Board that he has completed professional development or training on school law, as approved by the Board. McPeek shall pay any expense incurred. If McPeek fails to satisfy this condition prior to December 1, 2016, Certificate Number 200010406 shall be administratively suspended until such condition is satisfied.

McPeek 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*

1508591 Stuart Cripe

Accept Agreed Order admonishing Cripe for neglect of duty, specifically, for failing to timely report an allegation of abuse to Child Protective Services (CPS). The Board reminds Cripe that as a certified educator in the Commonwealth of Kentucky, he has an ethical duty to protect the health, safety, and emotional well-being of students, which would include notifying CPS of potential child abuse. As an administrator, Cripe also has a responsibility to ensure his staff is aware of the protocol for reporting and documenting allegations of child abuse to

## Agenda Book

CPS in a timely manner. The Board will not tolerate any further incidents of misconduct by Cripe.

1. By September 1, 2016, Cripe shall provide written proof to the Board that he scheduled training for his staff on reporting allegations of child abuse, and that he also attended the training. If Cripe fails to satisfy this condition prior to September 1, 2016, Certificate Number 199603094 shall be administratively suspended until such condition is satisfied.

Cripe 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*

CF 16140 Lee Bivin

Accept Agreed Order admonishing Bivin for failing to disclose his conviction for License To Be In Possession, a Class B misdemeanor, on his Application for Emergency Substitute Certification. The Board reminds Bivin not to make any false or misleading statements, or to conceal any material facts when obtaining a certificate.

Upon acceptance of this agreement by the Board, Bivin shall be issued a Kentucky teaching certificate upon providing proof that he has met the academic and testing requirements necessary for issuance of a certificate, and has completed the following:

1. Bivin 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. Bivin shall pay any expense incurred.

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

1. Bivin shall not be convicted of nor enter a guilty or no contest plea to any criminal charge(s) other than minor traffic violations. A violation is not considered a minor traffic violation if it is a violation for which jail time may be imposed. If Bivin is convicted of, or enters a guilty or no

## Agenda Book

contest plea, to any criminal charge other than minor traffic violations, he shall submit this information to the Board, in writing, within thirty (30) days. Failure to comply with this condition will result in Bivin certificate being automatically suspended pending Board review and disposition.

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

**Vote:** *Unanimous*

1304249 Adam Newton

Accept Agreed Order stating that for a period of fifteen (15) years, Newton shall neither apply for nor be issued any certificate in the Commonwealth of Kentucky. Any application submitted by Newton, or on his behalf, within the fifteen (15) year time frame shall be denied.

After the conclusion of the fifteen (15) year time frame, the Board shall not approve Newton for any type of alternative certification option.

Furthermore, Newton shall neither apply for nor be issued any certificate including emergency, probationary, or temporary provisional, until he has completed all the educational and assessment requirements necessary for certification and issuance of a Statement of Eligibility in Kentucky, and has completed the following:

1. Newton shall provide written proof to the Board that he has completed twelve (12) hours of professional development or training on educator ethics, with an emphasis on appropriate educator/student boundaries, as approved by the Board. Newton shall pay any expense incurred.
2. Newton shall provide written proof to the Board that he has completed twelve (12) hours of Sexual Harassment Awareness training, as approved by the Board. Newton shall pay any expense incurred.

## Agenda Book

3. Newton shall submit a state and federal criminal background report, dated within three (3) month of the date of application, to the Board. Newton shall pay any expense incurred.

Additionally, any and all certificates issued to Newton shall be subject to the following permanent probationary conditions:

1. With any application for renewal of a certificate and/or with any application for an additional certificate, Newton shall submit a state and federal criminal background report to the Board. Newton shall pay any expense incurred. If Newton fails to satisfy this condition, renewal of his certificate and/or issuance of the additional certificate shall be denied.
2. Newton shall have no criminal convictions. If Newton is convicted of, or enters a guilty or no contest plea, to any criminal charge other than a minor traffic violation, he shall submit this information to the Board, in writing, within thirty (30) days. A violation is not considered a minor traffic violation if it is a violation for which jail time may be imposed. If Newton fails to satisfy this condition, any and all certificates issued to him shall be administratively suspended pending Board review and disposition.
3. Newton shall have no disciplinary action for inappropriate interactions with students or inappropriate educator/student boundaries from any school district in which he is employed. If Newton fails to satisfy this condition, any and all certificates issued to him 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

## Agenda Book

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.

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

**Vote:** *Unanimous*

1512855 Don Collett

Accept Agreed Order stating that upon acceptance of this agreement by the Board, Collett shall not seek or accept any position of employment in Kentucky that requires the use of Certificate Number 200007974, Standard High School Certificate, Grades 7-12; Teaching Major: Psychology; Teaching Minor: Health; Endorsement For Elementary School Classroom Teaching, Grades 1-8; Endorsement For Supervisor of Instruction, Elementary, Secondary, 12-Grade. Additionally, Collett shall neither apply for, nor be issued, a teaching, administrative or emergency certificate in the Commonwealth of Kentucky at any time in the future. If Collett violates this agreement, Certificate Number 200007974 shall be automatically permanently revoked, and/or any application for certification shall be denied.

Collett 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*

1603201 Coby Lewis

Accept Agreed Order admonishing Lewis for exercising poor professional judgment, and for failing to exemplify behaviors which maintain the dignity and integrity of the profession. The Board reminds Lewis of his ethical duty to protect the health, safety, and emotional well-being of every student, both in the classroom and on the field, and to refrain from subjecting students to embarrassment or disparagement, no matter how difficult the situation. The Board will not tolerate any further incidents of misconduct from Lewis.

## Agenda Book

1. By December 1, 2016, Lewis shall provide written proof to the Board that he has completed an anger management assessment, by a licensed clinical provider, as approved by the Board, and is compliant with all treatment recommendations. Lewis shall pay any expense incurred. If Lewis fails to satisfy this condition by December 1, 2016, Certificate Number 200161033 shall be administratively suspended until such condition is satisfied.
2. By December 1, 2016, Lewis shall provide written proof to the Board that he has completed professional development or training on the Professional Code of Ethics for Kentucky Certified School Personnel, as approved by the Board. Lewis shall pay any expense incurred. If Lewis fails to satisfy this condition by December 1, 2016, Certificate Number 200161033 shall be administratively suspended until such condition is satisfied.

Lewis 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*

1512843 Jeffrey Dean

Accept Agreed Order admonishing Dean for failure to use appropriate discourse with students. The Board reminds Dean that, as an educator, it is his duty to take reasonable measures to protect the health, safety, and emotional well-being of students. As an educator, Dean must be especially aware of the language and discourse used in the classroom and must refrain from subjecting students to embarrassment or disparagement. The Board will not tolerate any further incidents of misconduct from Dean.

Dean shall submit written proof to the Board that he has completed six (6) hours of training on the Professional Code of Ethics for Kentucky Certified School Personnel by December 1, 2016. Any expense for said training shall be paid by Dean.

Should Dean fail to satisfy this condition, Certificate Number 199901593, including any and all endorsements,

## Agenda Book

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

**Vote:** *Unanimous*

1110779 Wesley Belt

Accept Agreed Order stating that Belt voluntarily, knowingly, and intelligently surrenders his Certificate Number 200118057, and agrees to not apply for, nor be issued, a teaching or administrative certificate in the Commonwealth of Kentucky at any time in the future. Upon the acceptance of this agreement by the Board, Belt 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, Kentucky 40601.

**Vote:** *Unanimous*

1511745 Lisa Stephenson

Accept Agreed Order admonishing Stephenson for failure to use appropriate discourse with students. The Board reminds Stephenson that, as an educator, it is her duty to take reasonable measures to protect the health, safety, and emotional well-being of students. As an educator, Stephenson must be especially aware of the language and discourse used in the classroom and must refrain from subjecting students to embarrassment or disparagement. The Board will not tolerate any further incidents of misconduct from Stephenson.

Stephenson is currently retired. Prior to beginning employment in any certified position, Stephenson shall submit written proof to the Board that she has completed six (6) hours of training on the Professional Code of Ethics for Kentucky Certified School Personnel. Any expense for said training shall be paid by Stephenson.

Should Stephenson fail to satisfy this condition, Certificate Number 000007769, including any and all endorsements, shall be automatically suspended until Stephenson completes the required training and provides the appropriate written proof to the Board.

**Vote:** *Unanimous*

## Agenda Book

160267 Joseph Bland

Accept Agreed Order suspending Certificate number 199604553 retroactively for a period of sixty (60) days beginning May 22, 2016. Upon acceptance of this agreement by the Board, Bland shall immediately surrender the original and all copies of his certificate, by first class mail or personal delivery, to the Education Professional Standards Board, 100 Airport Road, Third Floor, Frankfort, Kentucky 40601.

Upon the Board's acceptance of this Agreed Order, certificate number 199604553 and any future endorsements or new areas of certification shall be on probation for a period of five (5) years and subject to the following probationary conditions:

1. By January 15, 2017, Bland shall provide written proof to the Board from a Kentucky licensed or certified chemical dependency counselor, as approved by the Board, that he has complied with a comprehensive substance abuse assessment, and is compliant with all treatment recommendations. If the evaluating chemical dependency counselor recommends ongoing treatment, Bland shall provide to the Board quarterly written progress reports to begin three (3) months after submission of the initial evaluation to the Board, until the evaluating chemical dependency counselor releases him from treatment. Each progress report shall certify that Bland is continuing to comply with any and all treatment recommendations, and that he remains fit and competent to fulfill his duties as an educator. Bland shall pay any expense incurred.
2. In accordance with KRS 161.175, Bland shall submit to random drug testing during the probationary period, to be administered by a provider approved by the Board, and shall receive no tests positive for illegal substances or in excess of therapeutic levels generally acceptable in the medical community. Bland shall pay any expense incurred.
3. By January 15, 2017, Bland shall provide written proof to the Board that he has completed twelve (12) hours of training on the Professional Code of

Agenda Book

Ethics for Kentucky Certified School Personnel.  
Bland shall pay any expense incurred.

Should Bland fail to satisfy any of the above conditions, certificate number 199604553 shall be automatically suspended until Bland completes the requirements and provides the appropriate written proof to the Board.

Bland is aware that should he violate KRS 161.120, either during or following this probation, the Board shall initiate new disciplinary action and seek additional sanctions.

**Vote:** *Unanimous*

1508605 Jennifer Peterson

Accept Agreed Order stating that Peterson voluntarily, knowingly, and intelligently surrenders her Certificate Number 000079157, and agrees to not apply for, nor be issued, a teaching or administrative certificate in the Commonwealth of Kentucky at any time in the future. Upon the acceptance of this agreement by the Board, Peterson shall immediately surrender the original and all copies of her certificate, by personal delivery or first class mail, to the Education Professional Standards Board, 100 Airport Road, 3rd Floor, Frankfort, Kentucky 40601.

**Vote:** *Unanimous*

1408508 Sepricia White

Accept Agreed Order admonishing White for exercising poor professional judgment. The Board reminds White that she has a duty to take reasonable measures to protect the health, safety, and emotional well-being of students. White should be more cognizant of appropriate boundaries when responding to a student's behavior. The Board expects White to uphold the Professional Code of Ethics for Kentucky Certified School Personnel in the future.

White has submitted to the Board proof that she has completed 6 hours of classroom management training, which involved lessons on de-escalation training.

**Vote:** *Unanimous*

1409647 Elizabeth Carter

Accept Agreed Order permanently revoking Certificate Number 201128540. Carter shall neither apply for, nor be issued, a teaching and/or administrative certificate in the

## Agenda Book

Commonwealth of Kentucky at any time in the future. Upon acceptance of this agreement by the Board, Carter 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, Kentucky 40601.

**Vote:** *Unanimous*

1306403 Kathy Dykes

Accept Agreed Order admonishing Dykes for exercising poor professional judgment and neglect of duty. Both teachers and administrators are expected to be in attendance at work conferences and to not leave early for personal leisure. The Board will not tolerate any further incidents of this misconduct from Dykes.

The Board directs and Dykes acknowledges that she, like all teachers and school administrators, has a professional responsibility to treat colleagues with dignity and respect in all circumstances. Sexually harassing or discriminatory jokes, even between close colleagues, are inappropriate in the workplace. The Board will not tolerate any further incidents of this misconduct from Dykes.

By February 1, 2017, Dykes shall provide written proof to the Board that she has completed three (3) hours of training on the Professional Code of Ethics for Kentucky Certified School Personnel. Dykes shall pay any expense incurred.

Should Dykes fail to satisfy any of the above conditions, Certificate Number 000046704 shall be automatically suspended until Dykes completes the requirements and provides the appropriate written proof to the Board.

**Vote:** *Unanimous*

1603227 Judith Carr-Back

Accept Agreed Order admonishing Carr-Back for failure to use appropriate discourse with students. The Board reminds Carr-Back that it is an educator's duty to take reasonable measures to protect the health, safety, and emotional well-being of students. Educators must treat students with dignity and respect and consistently maintain a positive learning environment for all. Carr-Back must be aware of the language and discourse used in the classroom and must refrain from subjecting students to embarrassment or

## Agenda Book

disparagement, or making statements that could be seen as threatening to students.

Carr-Back shall submit written proof to the Board that she has completed six (6) hours of training on the Professional Code of Ethics for Kentucky Certified School Personnel by January 15, 2017. Any expense required for said training shall be paid by Carr-Back.

If Carr-Back fails to satisfy this condition, Certificate Number 200123232, including any and all endorsements, shall be automatically suspended until Carr-Back completes the required training and provides the appropriate written proof to the Board.

**Vote:** *Unanimous*

1105318 Anthony Watkins

Accept Agreed Order admonishing Watkins for accessing confidential information which he was not permitted to access. This practice violates FERPA, HIPPA, and the Professional Code of Ethics for School Certified Personnel. As a teacher, Watkins must comply with all policies regarding the access of databases containing confidential information. The Board will not tolerate any further misconduct by Watkins.

The Board directs, and Watkins acknowledges, that Watkins, like all teachers and school administrators, has a professional responsibility to treat colleagues with dignity and respect in all circumstances. The Board reminds Watkins that, prior to filing complaints against colleagues, Watkins must ensure that the complaint is an accurate reflection of the situation.

Watkins shall submit written proof to the Board that he has completed twelve (12) hours of training on the Professional Code of Ethics for Kentucky Certified School Personnel by June 30, 2017. Any expense required for said training shall be paid by Watkins.

Upon acceptance of this Agreed Order by the Board, Certificate Number 200101392 shall be on three (3) year probation. Watkins shall receive no disciplinary action during the probationary period. "Disciplinary action" is defined as any suspension, termination, or public reprimand issued by any school district in the Commonwealth of

## Agenda Book

Kentucky and upheld, if requested, by either a tribunal and/or arbitration process.

Should Watkins fail to satisfy any of the conditions of this Agreed Order, Certificate Number 200101392 shall be automatically suspended for one (1) year, and shall remain suspended until Watkins satisfies the conditions of this Agreed Order and provides the appropriate written proof to the Board.

Watkins is aware that should he violate KRS 161.120 either during or following this probation, the Board shall initiate new disciplinary action and seek additional sanctions.

**Vote:** *Unanimous*

07122703 David Taylor

Accept Agreed Order admonishing Taylor for conduct unbecoming a teacher. As an educator, Taylor has a duty to protect the health and safety of students. Taylor is reminded that he is not a trainer or physician and therefore lacks the expertise required to dispense medication. The Board will tolerate no further acts of misconduct by Taylor.

Taylor's teaching certificate has lapsed. Should Taylor decide to seek Kentucky certification in the future, in addition to the standard requirements of the application process, before Taylor shall be reissued any certificate, he must comply with the following:

1. Taylor shall submit written proof to the Board that he has received six (6) hours of training on the Professional Code of Ethics for Kentucky Certified School Personnel.

If Taylor fails to satisfy this condition, the Board shall automatically deny any application submitted by Taylor or on his behalf.

**Vote:** *Unanimous*

1511755 Randall Slone

Accept Agreed Order revoking Certificate Number 201185778. Upon acceptance of this agreement by the Board, Slone 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, Kentucky 40601.

## Agenda Book

Slone shall neither apply for nor be issued any teaching and/or administrative certificate in the Commonwealth of Kentucky for a period of three (3) years beginning on the date upon which this agreement is accepted by the Board.

In addition to any testing or educational requirements, prior to being issued any teaching and/or administrative certification in the Commonwealth of Kentucky after the three (3) year period, Slone shall provide written evidence that he has complied with the following:

1. Slone must provide written proof that he has completed twelve (12) hours of training on the Professional Code of Ethics for Kentucky Certified School Personnel with a focus on student/teacher boundaries, as approved by the Board. Any expense incurred for said training shall be paid by Slone.
2. Slone shall provide written proof to the Board from a Kentucky licensed or certified psychiatrist or mental health professional that he has complied with a comprehensive evaluation and is fit to return to the classroom, presents as capable of performing his duties as an educator, is not a danger to himself or others, and is compliant with all treatment recommendations. If the evaluating psychiatrist or mental health professional recommends ongoing treatment, Slone shall provide the Board with written quarterly reports, beginning three (3) months after reinstatement, that he is compliant with all treatment recommendations and is not a danger to himself or others. Any expense for the assessment, treatment, and/or written reports shall be paid by Slone.

If Slone fails to satisfy these conditions, the Board shall automatically deny any application submitted by Slone or on his behalf.

Upon receipt of any new certification, Slone shall be on three (3) year probation. Slone shall receive no disciplinary action during the probationary period. "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.

## Agenda Book

By entering into this Agreed Order, Slone agrees that should he fail to satisfy the terms of the probation, any new certification, including any and all endorsements, shall be automatically suspended for an additional period of one (1) year.

Slone is aware that should he violate KRS 161.120, either during or following this probation, the Board shall initiate new disciplinary action and seek additional sanctions.

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

07101824 Susan Kaufman

Accept Agreed Order stating that Kaufman's certificate has lapsed and she has no immediate plans to return to the education profession in Kentucky. Should Kaufman decide to seek certification in the future, in addition to the standard requirements of the application process, she must provide proof of the following prior to being issued or reissued a certificate:

1. Kaufman shall provide written proof to the Board from a Kentucky licensed or certified chemical dependency counselor, as approved by the Board, that she has complied with a comprehensive alcohol/substance abuse assessment, and is compliant with all treatment recommendations. If the evaluating chemical dependency counselor recommends ongoing treatment, Kaufman shall provide to the Board quarterly written progress reports to begin three (3) months after submission of the initial evaluation to the Board, until the evaluating chemical dependency counselor releases her from treatment Respondent shall pay any expense incurred.

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

2. Kaufman 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 Kaufman 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,

## Agenda Book

she shall submit this information to the Board, in writing, within thirty (30) days. Failure to comply with this condition will result in Kaufman's certificate being automatically suspended pending Board review and disposition.

3. Kaufman 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 Kaufman. Failure to comply with this condition will result in the denial of all applications for renewal and/or additional certification(s) submitted by Kaufman or on her behalf.

**Vote:** *Unanimous*

CF 1685 Brian Wright

Accept Agreed Order issuing Wright a Kentucky teaching certificate upon providing proof that he has met the academic and testing requirements necessary for issuance of a certificate, and has completed the following:

1. Wright 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. Wright shall pay any expense incurred.
2. Wright 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. Wright shall pay any expense incurred.

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

1. If Wright's chemical dependency counselor makes any treatment recommendations, Wright shall comply with the treatment recommendations. Wright shall submit quarterly written progress reports from his counselor to the Board until such time as the counselor releases him from treatment.

## Agenda Book

Wright shall pay any expense incurred. Failure to comply with this condition will result in Wright's certificate being administratively suspended until he is in compliance.

2. Wright shall not be convicted of nor enter a guilty or no contest plea to any criminal charge(s) other than minor traffic violations. A violation is not considered a minor traffic violation if it is a violation for which jail time may be imposed. If Wright is convicted of, or enters a guilty or no contest plea, to any criminal charge other than minor traffic violations, he shall submit this information to the Board, in writing, within thirty (30) days. Failure to comply with this condition will result in Wright's certificate being automatically suspended pending Board review and disposition.
3. Wright shall submit a copy of his current criminal record, as prepared by the Administrative Office of the Courts, with any application for renewal of his certification(s) and/or for additional certification(s). Any expense required to satisfy this condition shall be paid by Wright. Failure to comply with this condition will result in the denial of all applications for renewal and/or additional certification(s) submitted by Wright or on his behalf.

**Vote:** *Unanimous*

1604269 Brian Paige

Accept Agreed stating that:

1. Paige has provided written proof to the Board that he has completed Jefferson County Public School's Office of Compliance and Investigations' training on Sexual Discrimination and Harassment.
2. By December 1, 2016, Paige shall provide written proof to the Board that he has completed professional development or training on the Professional Code of Ethics for Kentucky Certified School Personnel, with an emphasis on student/teacher boundaries, as approved by the Board. Paige shall pay any expense incurred. If Paige fails to satisfy this condition by December 1,

## Agenda Book

2016, Certificate Number 201152761 shall be administratively suspended until such condition is satisfied.

Paige 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*

1412823 Jennifer Griffith

Accept Agreed Order suspending Certificate Number 200402957 from February 1, 2016 through August 1, 2017, a period of eighteen (18) months. Griffith shall immediately surrender the original and all copies of her certificate, by personal delivery or first class mail, to the Education Professional Standards Board, 100 Airport Road, 3rd Floor, Frankfort, Kentucky 40601.

Prior to reinstatement of Certificate Number 200402957, Griffith shall comply with the following conditions:

1. Griffith shall submit written proof to the Board that she has successfully completed the terms and conditions of the diversion agreement in Commonwealth v. Griffith, Jennifer Gail Case No. 14-CR-00481-002 McCracken Circuit Court. Griffith shall pay any expense incurred. If Griffith is unable to provide proof that she has successfully completed all conditions in the above referenced court case, Certificate Number 200402957 shall not be reinstated, and Griffith shall neither apply for nor be issued a teaching, administrative or emergency certificate in the Commonwealth of Kentucky at any time in the future.
2. Griffith shall submit to the Board a current state and federal criminal background report. Griffith shall pay any expense incurred. If Griffith has received any criminal convictions, other than minor traffic violations, since Case No. 14-CR-00481-002, Certificate Number 200402957 shall not be reinstated, and Griffith shall neither apply for nor be issued a teaching, administrative or emergency certificate in the Commonwealth of Kentucky at any time in the future. A violation is not considered

## Agenda Book

a minor traffic violation if it is a violation for which jail time may be imposed.

3. Griffith shall submit written proof to the Board, from a licensed/certified psychiatrist or mental health professional, as approved by the Board, that she has complied with a comprehensive evaluation 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. Griffith shall pay any expense incurred. If Griffith fails to satisfy this condition, Certificate Number 200402957 shall not be reinstated until such condition is satisfied.
4. Griffith 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. Griffith shall pay any expense incurred. If Griffith fails to satisfy this condition, Certificate Number 200402957 shall not be reinstated until such condition is satisfied.

Upon reinstatement, Certificate Number 200402957 shall be subject to the following probationary conditions:

1. If Griffith is convicted of, enters a guilty or no contest plea, to any criminal charge(s) other than minor traffic violations, she shall submit this information to the Board, in writing, within thirty (30) days. If Griffith fails to satisfy this condition, Certificate Number 200402957 shall be administratively suspended pending Board review and disposition. A violation is not considered a minor traffic violation if it is a violation for which jail time may be imposed.
2. If the evaluating psychiatrist or mental health professional, as approved by the Board, recommends ongoing treatment, Griffith shall submit quarterly written reports to the Board, beginning three (3) months after her initial fit for duty assessment, that she is compliant with all treatment recommendations until such time as she is released from treatment. Griffith shall pay any

## Agenda Book

expense incurred. If Griffith fails to satisfy this condition, Certificate Number 200402957 shall be administratively suspended until such condition is satisfied.

3. Griffith shall have no disciplinary action for violation of the Professional Code of Ethics for Kentucky Certified School Personnel from any school district in which she is employed. If Griffith fails to satisfy this condition, Certificate Number 200402957 shall be automatically suspended for a period of one (1) year 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.

Griffith 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.

**Vote:** *Unanimous*

1511811 Kelly Sprinkles

Accept Agreed Order admonishing Sprinkles for exercising poor professional judgment, and for failing to prevent the violation of state school laws. The Board reminds Sprinkles that as the Superintendent, it is his responsibility to ensure his district is complying with all state laws, and board procedures at all times. The Board will not tolerate any further incidents of misconduct by Sprinkles.

1. Sprinkles has provided written proof to the Board that he has completed three (3) hours of training from a KDE approved trainer on the subject of “Requirements of KRS 160.380.”
2. Sprinkles has provided written proof to the Board that he has completed three (3) hours of training

## Agenda Book

from a KDE approved trainer on the subject of “Requirements of the Model Procurement Code.”

3. Sprinkles has provided written proof to the Board that he has completed three (3) hours of training from a KDE approved trainer on the subject of “The Transportation Funding Formula.”
4. Sprinkles has provided written proof to the Board that he has completed three (3) hours of training from a KDE approved trainer on the subject of “Requirement of KRS 161.011.”
5. Sprinkles has provided written proof to the Board that he has completed three (3) hours of training on the subject of “The Role of SBDM Councils in School Governance.”
6. Sprinkles has provided written proof to the Board that he has completed three (3) hours of training on the subject of “Requirements of KRS 161.100 and 16 KAR 2:120.”

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

**Vote:** *Unanimous (Dr. Strong and Ms. Ramsey recused)*

1511821 Jack Goodman

Accept Agreed Order suspending Certificate Number 000038440 for a period of one (1) year. Goodman 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, Kentucky 40601.

Furthermore, Goodman is admonished for failing to exemplify behaviors which maintain the dignity and integrity of the profession. Driving under the influence of alcohol is an especially dangerous activity that demonstrates a strong disregard for the health, welfare and safety of others. The Board will not tolerate any further incidents of misconduct from Goodman.

## Agenda Book

In addition to any educational requirements, reinstatement of Certificate Number 000038440 shall be conditioned upon the following:

1. Goodman shall submit written proof to the Board that he has complied with a comprehensive alcohol/substance abuse assessment by a Kentucky licensed or certified chemical dependency counselor, as approved by the Board, and has successfully completed all treatment recommendations proposed by the counselor. Goodman shall pay any expense incurred.
2. Goodman shall submit written proof to the Board that he has successfully 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. Goodman shall pay any expense incurred.

Upon reinstatement, Certificate Number 000038440 shall be subject to the following probationary conditions:

1. Goodman shall submit to the Board by January 1st and July 1st of each year in which he holds an active certificate, documentation from his current treatment provider or Alcoholics Anonymous sponsor stating that he is maintaining sobriety and still seeking support and continued assistance in maintaining his sobriety. Goodman shall pay any expense incurred. If Goodman fails to satisfy this condition, Certificate Number 000038440 shall be administratively suspended until such condition is satisfied.
2. Goodman shall have no further criminal convictions involving the use and/or possession of alcohol/controlled substance. If Goodman is convicted of, or enters a guilty or no contest plea, to any criminal charge involving the use and/or possession of alcohol/controlled substance, Goodman shall submit such documentation to the Board within thirty (30) days. If Goodman fails to satisfy any portion of this condition, Certificate Number 000038440 shall be administratively suspended pending Board review and disposition.

## Agenda Book

3. Goodman shall submit to the Board by June 30th of each year in which he holds an active certificate, a copy of his current criminal record, as prepared by the Administrative Office of the Courts. Goodman shall pay any expense incurred. If Goodman fails to satisfy this condition, Certificate Number 000038440 shall be administratively suspended until such condition is satisfied.
4. Goodman shall not receive any disciplinary action involving alcohol/controlled substance from any school district in which he is employed. If Goodman fails to satisfy this condition, Certificate Number 000038440 shall be automatically suspended for a period of two (2) years 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.

Goodman 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*

1105307 Rhonda Smith

Accept Agreed Order admonishing Smith for failing to follow the administrative procedures related to student testing. Strict compliance with the Administration Code for Kentucky’s Educational Assessment Program ensures the well-being of the students and the integrity of the testing process are maintained. The Board will not tolerate any further violations of testing procedures by Smith.

**Vote:** *Unanimous*

1512841 Rebecca Nooe

Accept Agreed Order suspending Certificate Number 201115112 for a period of sixty (60) days from the date upon which the Board approves this agreement. Nooe 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, Nooe shall immediately surrender the original and all copies of her certificate to the EPSB by delivering or mailing to 100 Airport Road, 3rd Floor, Frankfort, Kentucky 40601.

Upon accepting any teaching and/or administrative position, in any capacity, in any school district in the Commonwealth of Kentucky, Certificate Number 201115112 shall be on probation for a period of two (2) years and subject to the following probationary conditions:

1. On or before January 1, 2017, Nooe shall submit written proof to the Board that she 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 Nooe fails to satisfy this condition, Certificate Number 201115112, and any future endorsements or new areas of certification, shall be automatically suspended until Nooe completes the required training and provides the appropriate written proof to the Board.
2. On or before January 1st and June 1st of each year of the probationary period, Nooe shall provide to the Board written progress reports from either the Director of Special Education (“DOSE”) and/or other knowledgeable supervisor. The reports shall state that Nooe is maintaining proper and accurate documentation of student files under her supervision and that she is in compliance with all record keeping requirements. If Nooe fails to comply with the requirements of this paragraph on or before January 1st and June 1st of each year of the probationary term, Certificate Number 201115112, and any future endorsements or new

## Agenda Book

areas of certification, shall be automatically suspended until Nooe submits the required written report to the Board.

3. For the entirety of the probationary period, Nooe shall receive no disciplinary action. "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. If Nooe fails to comply with the requirements of this paragraph, Certificate Number 201115112, and any future endorsements or new areas of certification, shall be automatically suspended for a period of thirty (30) days.

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

By entering into this Agreed Order, Nooe expressly acknowledges that she is fully and completely informed of the due process rights afforded under KRS 161.120 and KRS 13B and she knowingly, willingly and voluntarily agrees to waive those rights and enter into this Agreed Order.

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

1507493 Laura Knecht

Accept Agreed Order suspending Certificate Number 200009573 retroactively from June 1, 2016 through July 30, 2016, a period of sixty (60) days. Knecht shall immediately surrender the original and all copies of her certificate to the EPSB by delivering or mailing to 100 Airport Road, 3rd Floor, Frankfort, Kentucky 40601.

Certificate Number 200009573, including any and all endorsements, is hereby subject to the following probationary conditions for a period of two (2) years from the date the Board accepts this Agreed Order:

1. On or before January 1, 2017, Knecht shall submit written proof to the Board that she 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 Knecht fails to satisfy this condition, Certificate Number 200009573, and any future endorsements or new areas of certification, shall be automatically suspended until Knecht completes the required training and provides the appropriate written proof to the Board.

2. On or before January 1st and June 1st of each year of the probationary period, Knecht shall provide to the Board written progress reports from either the Director of Special Education (“DOSE”) and/or other knowledgeable supervisor. The reports shall state that Knecht is maintaining proper and accurate documentation of student files under her supervision and that she is in compliance with all record keeping requirements. If Knecht fails to comply with the requirements of this paragraph on or before January 1st and June 1st of each year of the probationary term, Certificate Number 200009573, and any future endorsements or new areas of certification, shall be automatically suspended until Knecht submits the required written report to the Board.
3. For the entirety of the probationary period, Knecht shall receive no disciplinary action. “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. If Knecht fails to comply with the requirements of this paragraph, Certificate Number 200009573, and any future endorsements or new areas of certification, shall be automatically suspended for a period of thirty (30) days.

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

**Vote:** *Unanimous*

## Agenda Book

110241 Larry Hutson

Accept Agreed Order suspending Certificate Number 200100610 retroactively for a period of six (6) months from June 20, 2011 through December 20, 2011. Hutson 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, Third Floor, Frankfort, Kentucky 40601.

Upon acceptance of this agreement by the Board, Certificate Number 200100610 shall be on a permanent probation and subject to the following probationary conditions:

1. Hutson has submitted written documentation to the Board that he has completed a course on professional ethics.
2. Hutson has provided written proof to the Board that he has been assessed by a state certified mental health counselor, and is competent to fulfill his duties as an educator.
3. Hutson shall continue to submit semiannual written progress reports, by January 1st and July 1st of each year, from his treatment provider stating that he is maintaining the counseling relationship and following all treatment recommendations until such time as the counselor releases him from treatment. Any expense for the treatment and written reports shall be paid by Hutson. If Hutson fails to satisfy this condition, certificate number 200100610 shall be automatically suspended until Hutson submits the required written documentation to the Board.
4. By July 31, 2017, Hutson shall submit written proof to the Board that he has successfully completed nine (9) hours of appropriate coaching training, as approved by the Board. Any expense required for said training shall be paid by Hutson. If Hutson fails to satisfy this condition, Certificate Number 200100610 shall be automatically suspended until Hutson completes the required training and provides the appropriate written proof to the Board.
5. During the probationary period, Hutson shall not receive any disciplinary action for inappropriate

## Agenda Book

relationship with students from any school district in which he is employed. “Disciplinary action” is defined as any suspension, termination, or public reprimand issued by any school district in the Commonwealth of Kentucky and upheld, if requested, by either the tribunal and/or arbitration process. If Hutson fails to satisfy this condition, Certificate Number 200100610 shall be automatically permanently revoked.

**Vote:** *Unanimous*

08111188 Teresa Bentley

Accept Agreed Order stating that Bentley has retired and has no plans to return to work in a Kentucky school district at this time. Bentley’s Professional Certificate for Instructional Leadership – Principal, All Grades, Level 2 expired on June 30, 2015 and shall not be renewed.

Should Bentley apply to renew her Professional Certificate for Instructional Leadership – Principal All Grades, Level 2, the Division of Certification shall not renew the certificate.

**Vote:** *Unanimous*

1511765 Lane Embry

Accept Agreed Order admonishing Embry for his lack of professional judgment in interactions with students. Exchanging personal text messages with students is inappropriate no matter the intent or content of the messages. As an education professional, it is Embry’s responsibility to set and maintain appropriate boundaries with all students. He must be ever vigilant to treat all students with fairness and equity, careful to never single out a particular student for special treatment and/or friendship.

Upon the Board’s acceptance of this Agreed Order, Embry’s teaching certificate, number 201176770 and any future endorsements or new areas of certification, shall be hereby subject to the following probationary conditions for a period of five (5) years:

1. By February 1, 2017, Embry shall submit written proof to the Board that he has completed twelve (12) hours of training on the Professional Code of Ethics for Kentucky Certified School Personnel, as approved by the Board, with an emphasis on

## Agenda Book

appropriate teacher/student boundaries. Any expense for said training shall be paid by Embry. If Embry fails to satisfy this condition, Certificate Number 201176770, and any future endorsements or new areas of certification, shall be automatically suspended until Embry completes the required training and provides the appropriate written proof to the Board.

2. For the entirety of the probationary period, Embry shall receive no disciplinary action involving inappropriate relationship with a student by any school district in which he is employed. "Disciplinary action" is defined as any public reprimand, suspension, or termination issued by any school district in the Commonwealth of Kentucky and upheld, if requested, by either a tribunal and/or arbitration process. If Embry fails to comply with the requirements of this paragraph, Certificate Number 201176770, and any future endorsements or new areas of certification, shall be automatically suspended pending Board review and disposition.

Embry 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.

By entering into this Agreed Order, Embry expressly acknowledges that he is fully and completely informed of the due process rights afforded under KRS 161.120 and KRS 13B and he knowingly, willingly and voluntarily agrees to waive those rights and enter into this Agreed Order.

**Vote:** *Unanimous*

*Motion made by Mr. David Graham, seconded by Ms. Sandy Sinclair-Curry, to adjourn the meeting.*

**Vote:** *Unanimous*

Meeting adjourned at 2:25 p.m.

**Next Meeting:**        **October 10, 2016**  
                                 **10:00 AM**  
                                 **EPSB Board Room, Frankfort, KY**

Agenda Book

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

**Sunday, August 14, 2016**

**Consent Item B**

**Members present:**

Rob Akers  
Sarah Burnett  
Rachel Colyer  
Tolya Ellis  
Ashley Fishback  
Casey Gesenhues  
David Graham  
Donna Hedgepath  
Jay Morgan  
William Owens  
Sherry Powers  
Sandra Ramsey  
Sandy Sinclair-Curry  
Anthony Strong  
David Whaley

**Call to Order**

Chair Anthony Strong called the meeting to order at 2:05 p.m. EDT. The Board and staff introduced themselves.

Policy and Procedure Review

General Counsel Lisa Lang reviewed the purpose for policy and procedures and reviewed the Executive Order established in 2008 by Governor Beshear relating to standards of ethical conduct in the executive branch of state government.

Review of Board Goals and Strategic Plan

Executive Director Jimmy Adams reviewed the EPSB goals and strategic plan.

Approved Trainers and Trainings

Staff Attorney Cassie Trueblood reviewed proposals from the NASDTEC Academy and ACE Education Services whose trainings were on the August meeting agenda under Consent Items for approval.

## Agenda Book

### Review of Model Code of Ethics for Educators

Dr. Troy Hutchings, Senior Strategic Advisor of Educator Ethics with Educational Testing Service, gave a presentation on the Model Code of Ethics for Educators. He said a need exists for reeducation on the code of ethics among states. Not much research or training has been made on educator ethics, according to Dr. Hutchings. He also indicated that oftentimes there is confusion in determining what is the code of ethics and what is the code of misconduct. Findings from recent research show that a “continuum-of-responsibility” within the profession is non-existent.

### ProEthica Presentation

Ms. Lisa Hedrick with ETS gave a presentation to the Board on ProEthica. Designed to help educators understand the risks inherent in the profession, ProEthica provides a framework that allows teachers to balance caring for their students while maintaining professional distance. ProEthica is a series of instructional modules that is self-guided, taken online, and aligned to the Model Code of Ethics for Educators.

### Legislative Process

Ms. Marcie Lowe reviewed the legislative process of a regulation.

Meeting adjourned at 6:15 p.m.

**EDUCATION PROFESSIONAL STANDARDS BOARD**

**STAFF NOTE**

**Consent Item C**

**Action Item:**

2016-2017 Emergency Non-Certified School Personnel Program

**Applicable Statutes and Regulation:**

16 KAR 2:030, Section 3

**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) approve the local school districts' applications for the Emergency Non-Certified School Personnel Program 2016-2017?

**Background:**

Pursuant to 16 KAR 2:030, Section 3, a school district may submit a written application for participation in the Emergency Non-Certified School Personnel Program any time during the school year. Attached is a list of the school districts that staff is recommending for continuance in the program for the 2016-2017 school year.

**Potential Actions:**

1. Approve recommendation.
2. Modify and approve recommendation.
3. Do not approve recommendation.

**Staff Recommendation:**

Potential Action 1

**Rationale:**

All districts recommended have submitted a year-end summary report as required by 16 KAR 2:030 and have requested continuation in this program for 2016-2017.

**Contact Person:**

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

**Date:**

October 10, 2016

# Agenda Book

**Emergency Non-Certified Districts Renewing for 2016-2017**

- 1. Barren County**
- 2. Boone County**
- 3. Bourbon County**
- 4. Butler County**
- 5. Campbell County**
- 6. Carter County**
- 7. Casey County**
- 8. Christian County\**
- 9. Crittenden County**
- 10. Estill County**
- 11. Fulton Independent**
- 12. Gallatin County**
- 13. Grant County**
- 14. Hancock County**
- 15. Harrison County**
- 16. Lee County**
- 17. Letcher County**
- 18. Menifee County**
- 19. Morgan County**
- 20. Paris Independent**
- 21. Pendleton County**
- 22. Trigg County**
- 23. Union County**
- 24. Warren County**
- 25. Washington County**
- 26. Wolfe County**
- 27. Woodford County**

Agenda Book

**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Consent Item D**

**Action Item:**

Kentucky Christian University: Master of Arts in Education - Teacher Leader (Rank II)

**Applicable Statutes and Regulation:**

KRS 161.028; KRS 161.048  
16 KAR 5:010, Section 12

**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 EPSB approve the Kentucky Christian University Master of Arts in Education - Teacher Leader (Rank II) program?

**Background:**

After several years in discussion and with the assistance of numerous P-16 educators across the state, the Education Professional Standards Board (EPSB) appointed committees to address how Kentucky could refashion the way institutions educate experienced teachers and school leaders. The Master's Redesign Committee was charged with developing programs for rank change so that they are not only concerned with the transmission of knowledge but also with involvement in the processes by which knowledge is attained. The new programs are envisioned as representing current best practices, focusing on how educators learn while engaging them in intellectual discourse. The purpose of the redesigned master's is to develop teacher leaders through research-based practices, district partnerships and collaboration, mixed delivery methods, clinical experiences, and job-embedded professional experiences. A representative group of P-16 practitioners, administrators, and education leaders was appointed to serve on the Master's Review Committee.

The Keeran School of Teacher Education of Kentucky Christian University has submitted a proposal that addresses all the components required by regulation and the program guidelines. The mission of the program is to prepare teacher leaders who are responsive to students' needs through effectively conducting and implementing research, working collaboratively with colleagues, participating in professional endeavors, and continuing to grow in both content and pedagogical knowledge. This 30-hour Master of Arts program is designed as a cohort model that continues across five semesters and one summer. Candidates will enroll each semester in two classes which consist of teacher leader skills, dispositions, professional development, curriculum and assessment, technology, diversity, and research. Courses include a variety of clinical components that are accompanied by candidates' reflection on their experiences. The program includes three transition points (Admission, Midpoint, and Exit) which provide faculty and candidates' ongoing evaluation of progress. The program concludes with a capstone class which enables the candidates to research a topic that will assist them in discovering their professional goals as well as those of the school/district.

**Groups/Persons Consulted:**

Master's Review Committee

**Potential Actions:**

1. Approve the request for the Kentucky Christian University Teacher Leader Master's for Rank II program.
2. Modify and approve the request for the Kentucky Christian University Teacher Leader Master's for Rank II program.
3. Do not approve the request for the Kentucky Christian University Teacher Leader Master's for Rank II program.

**Committee Recommendation:**

Potential Action 1

**Rationale:**

The Master's Review Committee recommends approval for the Kentucky Christian University Teacher Leader Master's for Rank II program proposal as it meets all the requirements of the guidelines for the Teacher Leader programs.

**Contact Person:**

Dr. Ben Boggs, Director  
Division of Educator Preparation  
(502) 782-2145  
E-mail: [Ben.Boggs@ky.gov](mailto:Ben.Boggs@ky.gov)

**Date:**

October 10, 2016

**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Information/Discussion Item A**

**Information Item**

Final Report from Teacher Leader Master's Review Committee

**Applicable Statutes and Regulation**

KRS 161.028

KAR 5:010

**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 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.

**Background**

At the August 2014 EPSB Board meeting, Board members approved the Charter of the Teacher Leader Master's Review Committee. Details of the Charter included:

**Purpose**

To review implementation of the redesigned teacher leader master's programs to ensure all programs continue to meet the requirements of 16 KAR 5:010.

**Objectives**

1. Review regulatory requirements for the teacher leader master's program.
2. Work with experts in survey methods to develop and administer a survey instrument to gather feedback from teacher leader master's program completers.
3. Analyze the outcomes of the survey.
4. Examine enrollment trend data.
5. Work with EPSB staff to connect the outcomes of the teacher leader master's programs and the impact of those programs on student learning/closing the achievement gap.

**Contact Person:**

Dr. Ben Boggs, Director  
Division of Educator Preparation  
(502) 564-4606  
E-mail: [Ben.Boggs@ky.gov](mailto:Ben.Boggs@ky.gov)

**Date**

October 10, 2016



**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Information/Discussion Item B**

**Information/Discussion Item:**

16 KAR 1:010. Standards for Certified School Personnel

**Applicable Statutes and Regulation:**

KRS 161.020, 161.028(1)(a), 161.030

**Applicable Goal(s):**

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

**Background:**

KRS 161.020(1) states that “No person shall be eligible to hold the position of superintendent, principal, teacher, supervisor, director of pupil personnel, or other public school position for which certificates may be issued, or receive salary for services rendered in the position, unless he or she holds a certificate of legal qualifications for the position, issued by the Education Professional Standards Board.” Furthermore, KRS 161.028(1)(a) states that EPSB is to “Establish standards and requirements for obtaining and maintaining a teaching certificate;”.

16 KAR 1:010 establishes the standards required for certified teachers to obtain or maintain certification. This regulation will modernize the standards and align them to the national accreditation requirements for the state educator preparation providers.

While the current Kentucky Teacher Standards have served a distinctive and beneficial role for educator preparation in the Commonwealth, they have not been developed to include progression levels as have the standards proposed in this regulation amendment. The proposed standards are aligned with the Council for the Accreditation of Education Preparation (CAEP) requirements.

**Contact Person:**

Dr. Ben Boggs, Division Director  
Division of Educator Preparation  
502-564-4606  
E-mail: [Ben.Boggs@ky.gov](mailto:Ben.Boggs@ky.gov)

**Date:**

October 10, 2016



Agenda Book

1 EDUCATION AND WORKFORCE DEVELOPMENT CABINET

2 Education Professional Standards Board

3 (Amendment)

4 16 KAR 1:010. Standards for certified teachers [~~school personnel~~].

5 RELATES TO: KRS 161.020, 161.028[~~(1)(a)~~], 161.030, 161.048(1)(d), 161.095, 161.120

6 STATUTORY AUTHORITY: KRS 161.020, 161.028(1)(a), 161.030

7 NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.028 [~~(1)(a)~~] requires the

8 Education Professional Standards Board to establish standards for obtaining and maintaining

9 certification [~~a teaching certificate~~]. This administrative regulation establishes the standards

10 required for certified teachers [~~school personnel~~] to obtain or maintain certification.

11 Section 1. [~~Kentucky~~] Teacher Standards for Educator Preparation and Certification. The  
12 standards established in this section shall be used in the evaluation and assessment of a teacher  
13 for initial or advanced certification and for the accreditation of educator [~~teacher~~] preparation  
14 programs.

15 (1) Standard 1. Learner development. The teacher understands how learners grow and  
16 develop, recognizing that patterns of learning and development vary individually within and  
17 across the cognitive, linguistic, social, emotional, and physical areas, and designs and  
18 implements developmentally appropriate and challenging learning experiences [~~The teacher~~  
19 ~~demonstrates applied content knowledge. The teacher demonstrates a current and sufficient~~  
20 ~~academic knowledge of certified content areas to develop student knowledge and performance in~~  
21 ~~those areas~~].

22 (2) Standard 2. Learning differences. The teacher uses the understanding of individual  
23 differences and diverse cultures and communities to ensure inclusive learning environments that

## Agenda Book

1 enable each learner to meet high standards [~~The teacher designs and plans instruction. The~~  
2 ~~teacher designs and plans instruction that develops student abilities to use communication skills,~~  
3 ~~apply core concepts, become self-sufficient individuals, become responsible team members,~~  
4 ~~think and solve problems, and integrate knowledge~~].

5 (3) Standard 3. Learning environments. The teacher works with others to create environments  
6 that support individual and collaborative learning, and that encourage positive social interaction,  
7 active engagement in learning, and self-motivation [~~The teacher creates and maintains learning~~  
8 ~~climate. The teacher creates a learning climate that supports the development of student abilities~~  
9 ~~to use communication skills, apply core concepts, become self-sufficient individuals, become~~  
10 ~~responsible team members, think and solve problems, and integrate knowledge~~].

11 (4) Standard 4. Content knowledge. The teacher understands the central concepts, tools of  
12 inquiry, and structures of the discipline he or she teaches, and creates learning experiences that  
13 make these aspects of the discipline accessible and meaningful for learners to assure mastery of  
14 the content [~~The teacher implements and manages instruction. The teacher introduces,~~  
15 ~~implements, and manages instruction that develops student abilities to use communication skills,~~  
16 ~~apply core concepts, become self-sufficient individuals, become responsible team members,~~  
17 ~~think and solve problems, and integrate knowledge~~].

18 (5) Standard 5. Application of content. The teacher understands how to connect concepts and  
19 use differing perspectives to engage learners in critical thinking, creativity, and collaborative  
20 problem solving related to authentic local and global issues [~~The teacher assesses and~~  
21 ~~communicates learning results. The teacher assesses learning and communicates results to~~  
22 ~~students and others with respect to student abilities to use communication skills, apply core~~

## Agenda Book

1 ~~concepts, become self-sufficient individuals, become responsible team members, think and solve~~  
2 ~~problems, and integrate knowledge].~~

3 (6) Standard 6. Assessment. The teacher understands and uses multiple methods of  
4 assessment to engage learners in their own growth, to monitor learner progress, and to guide the  
5 educator's and learner's decision making [~~The teacher demonstrates the implementation of~~  
6 ~~technology. The teacher uses technology to support instruction; access and manipulate data;~~  
7 ~~enhance professional growth and productivity; communicate and collaborate with colleagues,~~  
8 ~~parents, and the community; and conduct research].~~

9 (7) Standard 7. Planning for instruction. The teacher plans instruction that supports every  
10 student in meeting rigorous learning goals by drawing upon knowledge of content areas,  
11 curriculum, cross-disciplinary skills, and pedagogy, as well as knowledge of learners and the  
12 community context [~~The teacher reflects on and evaluates teaching and learning. The teacher~~  
13 ~~reflects on and evaluates specific teaching or learning situations or programs].~~

14 (8) Standard 8. Instructional strategies. The teacher understands and uses a variety of  
15 instructional strategies to encourage learners to develop deep understanding of content areas and  
16 their connections, and to build skills to apply knowledge in meaningful ways [~~The teacher~~  
17 ~~collaborates with colleagues, parents, and others. The teacher collaborates with colleagues,~~  
18 ~~parents, and other agencies to design, implement, and support learning programs that develop~~  
19 ~~student abilities to use communication skills, apply core concepts, become self-sufficient~~  
20 ~~individuals, become responsible team members, think and solve problems, and integrate~~  
21 ~~knowledge].~~

22 (9) Standard 9. Professional learning and ethical practice. The teacher engages in ongoing  
23 professional learning and uses evidence to continually evaluate his or her practice, particularly

## Agenda Book

1 the effects of his or her choices and actions on others (learners, families, other professionals, and  
2 the community), and adapts practice to meet the needs of each learner [~~The teacher evaluates~~  
3 ~~teaching and implements professional development. The teacher evaluates his or her overall~~  
4 ~~performance with respect to modeling and teaching Kentucky's learning goals, refines the skills~~  
5 ~~and processes necessary, and implements a professional development plan].~~

6 (10) Standard 10. Leadership and collaboration. The teacher seeks appropriate leadership  
7 roles and opportunities to take responsibility for student learning, to collaborate with learners,  
8 families, colleagues, other school professionals, and community members to ensure learner  
9 growth, and to advance the profession [~~The teacher provides leadership within the school,~~  
10 ~~community, and profession. The teacher provides professional leadership within the school,~~  
11 ~~community, and education profession to improve student learning and well-being].~~

12

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Date

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Anthony Strong, Chair  
Education Professional Standards Board

**DRAFT**



**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Action Item A**

**Information Item:**

Amend current Board Meeting Policy

**Applicable Statutes and Regulation:**

KRS 61.820, KRS 161.028

**Applicable Goal(s):**

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

**Issue:**

Should the Board amend its Board Meeting Policy?

**Background:**

The Education Professional Standards Board (EPSB) began creating and compiling policies to fill in “in-house” procedural blanks of applicable statutes and administrative regulations and to ensure consistent Board action. The Board first approved the Board Meeting Policy on March 5, 2012. The Board subsequently amended that Board Meeting Policy on June 23, 2014.

The current Board Meeting Policy provides that the EPSB shall meet the second Monday of February, April, June, August, October, and December and that the meeting shall commence at 9:00 a.m. The EPSB should consider rescheduling the June and August Board meetings to maximize attendance by EPSB Board members and staff. The EPSB should also consider changing the start time from 9:00 a.m. to 10 a.m. (Eastern time zone/Eastern daylight time zone)

<b>Current Policy</b>	<b>Proposed Change</b>	<b>Justification for Proposed Change</b>
Second Monday of June	Third Monday of June	The National Association of State Directors of Teacher Education and Certification (NASDTEC) conducts an annual meeting/conference each year during the second week of June. EPSB staff requests that the June Board meeting date be changed so that EPSB leadership may attend this event.
Second Monday of August	Third Monday of August	Opening day for Kentucky school districts is typically during the second week of August. Because many of the EPSB Board members work in Kentucky school districts, EPSB Board members may find it difficult to attend a Board meeting during the second week of August. To maximize attendance, the Board should consider rescheduling this Board meeting.

## Agenda Book

9:00 a.m. start time	10:00 a.m. start time	By starting the Board meeting one hour later, it will allow Board members the time necessary to travel to and from the meeting on the same day. It will eliminate the need for Board members to be lodged at a hotel the night before the Board meeting and will reduce agency expenses.

### **Potential Actions:**

1. Approve the proposed procedure relating to the Board meetings.
2. Do not approve the proposed procedure relating to the Board meetings.
3. Modify the proposed procedure relating to Board meetings.

### **Staff Recommendation:**

Potential Action 1

### **Rationale:**

By revising the Board's current procedure, the Board will be better able to ensure participation by all Board members and agency employees at June and August Board meetings. By revising the Board's current procedure, the Board will also eliminate the need for Board members to be lodged at a hotel the night before the Board meeting and will, therefore, also reduce agency expenses.

### **Contact Person:**

Ms. Lisa Lang, General Counsel  
Division of Executive Office  
502-564-4606  
E-mail: [Lisa.Lang@ky.gov](mailto:Lisa.Lang@ky.gov)

### **Date:**

October 10, 2016

Education Professional Standards Board

POLICY  
BOARD MEETINGS –

APPROVED \_\_\_\_\_

- I. The Education Professional Standards Board (EPSP) shall meet on the second Monday of each month except for the months of June and August. **In June and August, the EPSB shall meet on the third Monday of the month.**
- II. **A Chair shall be elected by and from the membership. A Board member shall be eligible to serve as Chair no more than three (3) one (1) year terms. KRS 161.028(2)(f).**
- III. **Special meetings may be called by the Chair or by the majority of the members of the EPSB pursuant to KRS 61.823. The business transacted at special meetings shall be specified in the notice of the meeting.**
- IV. **All meetings are to be held beginning at 10:00 a.m. Eastern Time zone at 100 Airport Road, 3<sup>rd</sup> Floor, Frankfort, Kentucky 40601 unless otherwise specified by a majority vote of the EPSB.**
- A. **The meetings of the EPSB shall be open to the public.**
1. **The EPSB and its committees shall operate in compliance with the provisions of the Open Meetings Law. (KRS 61.800-KRS 61.850)**
2. **The most recent version of Robert's Rules of Order shall be observed in conducting the business of the EPSB except as these may be modified by procedures adopted by the Board members.**
- B. **A majority of the voting members of the EPSB (excluding vacant positions) constitutes a quorum. Any meeting of the EPSB, if a quorum is not present, may be adjourned by the members attending to a time when a quorum shall be present.**
- V. For regularly scheduled meetings, the agenda shall be released to the general public at least ~~five (5)~~ three (3) full business days prior to the Board meeting. “Business day” means Monday through Friday, excluding official state holidays.
- VI. The Executive Director and EPSB staff **shall make every effort** to ensure that the agenda book and all relevant supporting materials are made electronically available to the Board ten (10) days prior to the meeting date.

## Agenda Book

- A. In an effort to ensure effective and efficient processing of **B**oard actions relating to certification, the EPSB staff may supply Board members with additional review materials electronically four (4) **calendar** days prior to the meeting date. Additional materials may be available to the Board on the day of the **B**oard meeting at the discretion of the Executive Director.
- B. All meeting materials are available to the Board electronically. ~~A board member who wishes to receive all or part of the meeting materials in a paper format shall make a written request to the executive director.~~
- C. Board members are responsible for maintaining the confidentiality of the materials provided to them.
- VII. A Board member who does not have access to a home computer may request the use of an agency lap top for use to prepare for **B**oard meetings. If a Board member uses an agency lap top, the Board member shall be subject to the agency's Acceptable Use Policy.
- VIII. The EPSB staff will arrange for the preparation of meeting minutes that set forth an accurate record of votes and actions at such meetings. EPSB staff will ensure that the meeting minutes are promptly recorded and posted to the EPSB website at reasonable times no later than immediately following the next regular meeting of the EPSB. (KRS 61.835)
- IX. All necessary expenses incurred by the Board members in traveling to and from and while attending meetings of the EPSB are designated to be paid out of the funds of the EPSB. (200 KAR 2:006(8)(1)(h))
- VIII. The order of business at EPSB meetings normally is as follows:
- Call to Order
  - Roll Call
  - Approval of Meeting Agenda
  - Open Speak
  - Approval of Consent Items
  - Report of the Executive Director
  - Report of the Chair
  - Information/Discussion Items
  - Action Items
  - Certification Review and Revocation: Pending Litigation Review
  - Adjournment

**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Action Item B**

**Action Item:**

2017 Legislative Agenda

**Applicable Statute:**

KRS 161.028

**Applicable Goals:**

All Goals

**Issue:**

Should the Education Professional Standards Board approve the proposed 2017 Legislative Agenda?

**Background:**

The General Assembly will meet for its regularly scheduled 30-day session beginning in January 2017. Prior to the commencement of a legislative session, with the aid of staff the Board customarily prepares a Legislative Agenda designed to promote the Board's mission. Staff utilizes the final Legislative Agenda to prepare and suggest amendments to proposed bills for statutory amendments and to advance the Board's goals and strategic plan when working with legislators.

This 30-day session is not proposed to include budget discussions; therefore, the proposed Legislative Agenda is not lengthy and does not contain any requests for funding. The proposed Legislative Agenda includes opposing any change to the EPSB's current statutory authority and supporting any legislation which further supports the EPSB's mission, goals and strategic plan in order that the current emphasis of the EPSB to improve educator preparation, practice appropriate certification procedures and ensure the responsible and ethical behavior of all professional educators may continue.

**Potential Actions:**

1. Approve the 2017 Legislative Agenda.
2. Modify and approve the 2017 Legislative Agenda.
3. Do not approve the 2017 Legislative Agenda.

**Staff Recommendation:**

Potential Action 1

**Rationale**

This agenda was created after soliciting input from the staff. It accurately reflects the current legislative needs of the agency.

## Agenda Book

**Contact Person:**

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**2017 EPSB Legislative Agenda**

- Support the EPSB's recommendations to modernize language in KRS 161.048- Alternative certification program, purpose, options, testing eligibility requirements
- Support the EPSB's recommendations to modify KRS 161.155
- Support legislation which furthers the EPSB Mission, Goals and Strategic Plan
- Oppose any attempt to dilute or modify the current authority of the EPSB



**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Action Item C**

**Action Item:**

Kentucky Teacher Internship Program (KTIP) Appeal

**Applicable Statutes and Regulation:**

KRS 161.030

16 KAR 7:010, Section 8

**Applicable Goal:**

Goal 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.

**Issue:**

Should the Education Professional Standards Board approve the recommendations of the Kentucky Teacher Internship Program (KTIP) Appeals Committee?

**Background:**

Pursuant to Section 8 of 16 KAR 7:010, a teacher intern may appeal the decision of the beginning teacher committee. Appeals by teacher interns must be reviewed by a committee of four persons—one teacher, one principal, one teacher educator, and the Executive Director of the EPSB or his/her designee. The Appeals Committee reviews the written appeal by the teacher intern, all beginning teacher committee reports, any additional documentation that accompanied the final report, any written responses from the members of the beginning teacher committee, and all other relevant information requested by the Appeals Committee.

The Appeals Committee may recommend that the EPSB uphold the final decision of the internship as unsuccessful, not uphold the final decision of the internship as unsuccessful, or nullify the final decision because of procedural errors, allowing the intern two additional opportunities to successfully complete the internship.

The recommendations made by the Appeals Committee will be sent under separate cover.

**Potential Actions:**

1. Approve the Appeals Committee recommendations.
2. Do not approve the Appeals Committee recommendations.

**Staff Recommendation:**

Potential Action 1

## Agenda Book

### **Rationale:**

The EPSB considers the Appeals Committee's recommendations, reviews the records, and issues a final decision on each case. The Appeals Committee followed proper review procedures under the guidance of an EPSB attorney and the staff believes the recommendations are sound.

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### **Date:**

October 10, 2016

**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Action Item D**

**Action Item:**

Campbellsville University request to offer program at an off-site location

**Applicable Statutes and Regulation:**

KRS 161.028; KRS 161.048

16 KAR 5:010, Section 28

**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 EPSB approve Campbellsville University's request to establish another off-site location?

**Background:**

Regulation 16 KAR 5:010 Standards for Accreditation of Educator Preparation Units and Approval of Programs was revised in 2007 to require EPSB approval for off-site campuses established by educator preparation institutions. The regulation requires educator preparation institutions to seek approval from the EPSB before establishing off-site campuses.

Campbellsville University was granted approval for a Somerset campus in May 2009 which was specific for its IECE at Somerset Community College. In April 2016 CU notified the EPSB of its intent to add its Elementary P-5 Education certification program to its list of program offerings in Somerset. It was recently identified that CU had not sought EPSB approval for the Somerset Education Center. CU is now requesting EPSB approval for its Somerset Education Center for its IECE and Elementary P-5 undergraduate initial certification programs.

Additional information regarding program resources and faculty qualifications are included on the secure website.

**Potential Actions:**

1. Approve the Campbellsville University request to establish the off-site campus.
2. Modify and approve the Campbellsville University request to establish the off-site campus.
3. Do not approve the Campbellsville University request to establish the off-site campus.

**Staff Recommendation:**

Potential Action 1

**Rationale:**

Campbellsville University can provide the necessary resources, advisement, and faculty to support the additional off-site campus. Candidates will have full access to instructional and

technological resources.

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**Date:**

October 10, 2016

**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Action Item, Waiver A**

**Action Item:**

Waiver of 16 KAR 5:010: Standards for accreditation of educator preparation units and approval of programs for Thomas More College

**Applicable Statutes and Regulations:**

KRS 161.028  
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 waive section 2(2)(b) of 16 KAR 5:010, national accreditation standards which are set out in the “Professional Standards for the Accreditation of Teacher Preparation Institutions” established by NCATE, for Thomas More College in anticipation of its next accreditation visit scheduled for spring 2017 and use the five (5) Council for the Accreditation of Educator Preparation (CAEP) accreditation standards instead of the six (6) NCATE accreditation standards?

**Background:**

In July 2013 the Council for the Accreditation of Educator Preparation (CAEP) became fully operational as the sole national accrediting body for educator preparation providers. Goal 1 of the EPSB’s Strategic Plan is for all Kentucky’s educator preparation providers to achieve and maintain CAEP as well as state accreditation. At the June 8, 2015, meeting of the EPSB, the Board approved the CAEP Standards for use in accreditation for Kentucky educator preparation providers. The educator preparation institutions in Kentucky that hold NCATE accreditation are beginning the process of transitioning to the CAEP Standards and seeking CAEP accreditation.

16 KAR 5:010 is the administrative regulation that establishes the standards for accreditation of an educator preparation unit. Currently Section 2(2)(b) identifies six (6) accreditation standards of NCATE as the basis of the accreditation decisions. In spring 2017 the Department of Education at Thomas More College will be seeking CAEP accreditation and providing evidence of the five (5) CAEP Accreditation Standards.

**Potential Actions:**

1. Approve the proposed waiver of 16 KAR 5:010 Section 2(2)(b) for Thomas More College.
2. Modify the proposed waiver of 16 KAR 5:010 Section 2(2)(b) for Thomas More College.
3. Do not approve the proposed waiver of 16 KAR 5:010 Section 2(2)(b) for Thomas More College.

## Agenda Book

### **Rationale:**

A waiver of Section 2(2)(b) 16 KAR 5:010 of the regulation is necessary for each Educator Preparation Provider (EPP) seeking CAEP accreditation in order to ensure the EPPs are in compliance with the EPSB regulations.

### **Contact Person:**

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### **Date:**

October 10, 2016

# Agenda Book

## 16 KAR 5:010. Standards for accreditation of educator preparation units and approval of programs.

RELATES TO: KRS 161.028, 161.030, 164.945, 164.946, 164.947, 20 U.S.C. 1021-1022h

STATUTORY AUTHORITY: KRS 161.028, 161.030

NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.028(1) authorizes the Education Professional Standards Board to establish standards and requirements for obtaining and maintaining a teaching certificate and for programs of preparation for teachers and other professional school personnel. KRS 161.030(1) requires all certificates issued under KRS 161.010 to 161.126 to be issued in accordance with the administrative regulations of the board. This administrative regulation establishes the standards for accreditation of an educator preparation unit and approval of a program to prepare an educator.

Section 1. Definitions. (1) "AACTE" means the American Association of Colleges for Teacher Education.

(2) "Biennial report" means the report prepared by the EPSB summarizing the institutionally-prepared annual reports for a two (2) year period.

(3) "Board of examiners" means the team who reviews an institution on behalf of NCATE or EPSB.

(4) "EPSB" means the Education Professional Standards Board.

(5) "NCATE" means the National Council for Accreditation of Teacher Education.

(6) "NCATE accreditation" means a process for assessing and enhancing academic and educational quality through voluntary peer review.

(7) "State accreditation" means recognition by the EPSB that an institution has a professional education unit that has met accreditation standards as a result of review, including an on-site team review.

Section 2. Accreditation Requirements. (1) An institution offering an educator certification program or a program leading to a rank change:

(a) Shall be accredited by the state; and

(b) May be accredited by NCATE.

(2) State accreditation shall be:

(a) A condition of offering an educator certification program or a program leading to a rank change; and

(b) Based on the national accreditation standards which include the program standards enumerated in KRS 161.028(1)(b), and which are set out in the "Professional Standards for the Accreditation of Teacher Preparation Institutions" established by NCATE. The accreditation standards shall include:

1. Standard 1 - Candidate Knowledge, Skills, and Dispositions. Candidates preparing to work in schools as teachers or other professional school personnel know and demonstrate the content, pedagogical, and professional knowledge, skills, and dispositions necessary to help all students learn. Assessments indicate that candidates meet professional, state, and institutional standards.

2. Standard 2 - Assessment System and Unit Evaluation. The unit has an assessment system that collects and analyzes data on applicant qualifications, candidate and graduate performance, and unit operations to evaluate and improve the unit and its programs.

3. Standard 3 - Field Experience and Clinical Practice. The unit and its school partners design, implement, and evaluate field experiences and clinical practice so that teacher candidates and other school personnel develop and demonstrate the knowledge, skills, and dispositions necessary to help all students learn.

4. Standard 4 - Diversity. The unit designs, implements, and evaluates curriculum and experiences for candidates to acquire and apply the knowledge, skills, and dispositions necessary to help all students learn. These experiences include working with diverse higher education and school faculty, diverse candidates, and diverse students in P-12 schools.

5. Standard 5 - Faculty Qualifications, Performance, and Development. Faculty are qualified and model best professional practices in scholarship, service, and teaching, including the assessment of their own effectiveness as related to candidate performance; they also collaborate with colleagues in the disciplines and schools. The unit systematically evaluates faculty performance and facilitates professional development.

6. Standard 6 - Unit Governance and Resources. The unit has the leadership, authority, budget, personnel, facilities, and resources including information technology resources, for the preparation of candidates to meet professional, state, and institutional standards.

(3) NCATE accreditation shall not be a condition of offering an educator certification program or a program leading to a rank change.

(4) All educator preparation institutions and programs operating in Kentucky that require licensure by the Council on Postsecondary Education under KRS 164.945, 164.946, 164.947, and 13 KAR 1:020 shall:

(a) Be accredited by the state through the EPSB under this administrative regulation as a condition of offering an educator certification program or a program leading to rank change; and

(b) Comply with the EPSB "Accreditation of Preparation Programs Procedure".



**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Action Item, Waiver B**

**Action Item:**

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

**Applicable Statutes and Regulations:**

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

**Background:**

The University of Louisville is requesting a waiver allowing two students to have a middle school and a high school placement with some “unofficial” visits to elementary Spanish classrooms. Foreign language when taught at the elementary level is most often taught by classified rather than certified personnel. The University has exhausted all possible placements with certified employees, but they have two student teachers who will not receive a full placement in the elementary setting. Those two students will informally spend some time in an elementary classroom where Spanish is being taught in order to have exposure at the elementary level.

Staff is asking the board to waive 16 KAR 5:040, Section 6 (4) (a) for the Fall 2016 semester as it applies to this situation.

**Potential Actions:**

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

**Rationale:**

The University of Louisville has made a good faith effort in placing their foreign language student teachers with certified teachers, and providing experiences in elementary as well as middle or high school in compliance with the state regulation. We support their efforts and their request for a waiver for two of their student teachers, with the understanding that they will receive some exposure to foreign language instruction in the elementary setting.

## Agenda Book

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**Date:**

October 10, 2016

## 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**

**Action Item, Waiver C**

**Action Item:**

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

**Applicable Statutes and Regulations:**

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 2 (1) (b), which states: The cooperating teacher, whether serving in a public or nonpublic school, shall have at least three (3) years of teaching experience as a certified educator.

**Background:**

The University of Kentucky is requesting a waiver allowing Chloe Elizabeth Ward Ford to serve as a cooperating teacher for one of its students during the Spring 2017 semester. At that time Ms. Ford will have two and one half (2.5) years of teaching experience as a certified educator. The University has provided letters of support from administrators in Scott County verifying that Ms. Ford demonstrates qualities of an exceptional teacher with more experience. She is hardworking, conscientious, and innovative in planning her lessons and demonstrates a high degree of content knowledge. Based on these criteria and the recommendations, the University of Kentucky is asking the Board to waive 16 KAR 5:040, Section 2 (1) (b) as it applies to this situation.

**Potential Actions:**

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

**Rationale:**

The University of Kentucky continually seeks to provide its students with placements in classrooms where they will learn and benefit from outstanding mentors. This is documented by the letters of support and recommendations from district administrators. The institution has followed the appropriate protocol for this situation and the needs of its students have been met.

## Agenda Book

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**Date:**

October 10, 2016

# 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 1. Definition. "Cooperating teacher" means a teacher employed in a public school or a nonpublic school which meets the state performance standards as established in KRS 156.160 or which has been accredited by a regional or national accrediting association who is contracting with an educator preparation institution to supervise a student teacher for the purpose of fulfilling the student teaching requirement of the approved educator preparation program.

Section 2. Cooperating Teacher Eligibility Requirements. (1) The cooperating teacher, whether serving in a public or nonpublic school, shall have:

(a) A valid teaching certificate or license for each grade and subject taught; and

(b) At least three (3) years of teaching experience as a certified educator.

(2) A teacher assigned to a teaching position on the basis of a provisional, probationary, or emergency certificate issued by the Education Professional Standards Board shall not be eligible for serving as a cooperating teacher.

(3) The district and educator preparation program shall select teachers to be cooperating teachers who demonstrate the following:

- (a) Effective classroom management techniques that promote an environment conducive to learning;
- (b) Best practices for the delivery of instruction;
- (c) Mastery of the content knowledge or subject matter being taught;
- (d) Aptitude and ability to contribute to the mentoring and development of a preservice educator;
- (e) Usage of multiple forms of assessment to inform instruction; and
- (f) Creation of learning communities that value and build upon students' diverse backgrounds.

(4) An educator preparation program shall give a teacher who holds a teacher leader endorsement pursuant to 16 KAR 5:010, Section 12(3), priority consideration when selecting a cooperating teacher.

(5) Beginning September 1, 2013, prior to student teacher placement, a cooperating teacher shall receive training approved by the Education Professional Standards Board and provided at no cost to the cooperating teacher by the educator preparation institution which shall include the following components:

- (a) Basic responsibilities of a cooperating teacher;
- (b) Best practice in supporting the student teacher; and
- (c) Effective assessment of the student teacher.

(6) Beginning September 1, 2013, educator preparation programs shall maintain a pool of cooperating teachers who have met the requirements of this section.

(7) Beginning September 1, 2013, each educator preparation institution shall file an electronic report with the Education Professional Standards Board every semester which identifies the following:

- (a) Each candidate at the educator preparation institution enrolled in student teaching;
- (b) The candidate's assigned school;
- (c) The cooperating teacher assigned to each candidate;
- (d) The cooperating teacher's area of certification;
- (e) The cooperating teacher's years of experience as a certified or licensed educator; and
- (f) The date the cooperating teacher completed the training required in subsection (5) of this section.



**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Action Item, Waiver D**

**Action Item:**

Request to waive district assessment coordinator qualifications

**Applicable Statutes and Regulation:**

16 KAR 4:010, Section 23

**Applicable Goal(s):**

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

**Issue:**

Should the Educational Professional Standards Board (EPSB) grant a waiver to allow a certified guidance counselor to serve as a district assessment coordinator?

**Background:**

Superintendent Leonard Whalen, on the behalf of Lori Wooton, is requesting a waiver of 16 KAR 4:010, Qualifications for Professional School Positions. Ms. Wooton has a Rank I and has a Business and Marketing teaching certificate as well as a School Guidance Counselor Certification. She serves as a School Guidance Counselor for all grades K-12. Section 23 of the regulation requires a district assessment coordinator to hold a certification of school superintendent, supervisor of instruction, or school principal.

**Potential Actions:**

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

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**Date:**

October 10, 2016

# Agenda Book

**16 KAR 4:010. Qualifications for professional school positions.**

RELATES TO: KRS 158.782, 161.020, 161.028, 161.030

STATUTORY AUTHORITY: KRS 161.028, 161.030

NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.028(1) authorizes the Education Professional Standards Board to establish standards and requirements for obtaining and maintaining a teaching certificate and for programs of preparation for teachers and other professional school personnel, and KRS 161.030(1) requires all certificates issued under KRS 161.010 to 161.126 to be issued in accordance with the administrative regulations of the board. This administrative regulation establishes certificate qualifications for the positions in a local school district for which a specific certificate is not available.

Section 1. This administrative regulation shall not apply to a position for which a specific certificate is available under another

Section 23. District Assessment Coordinator. A district assessment coordinator shall qualify on the basis of certification either as a school superintendent, supervisor of instruction, or school principal.

Section 24. Highly-skilled Educator. (1) A highly-skilled educator shall qualify on the basis of qualifications established by the Kentucky Department of Education pursuant to KRS 158.782 and 703 KAR 5:170.

(2)(a) Successful experience as a highly-skilled educator since July 1, 1998 shall be considered administrative experience for purposes of advanced administrative certification.

(b) The Education Professional Standards Board shall review the certification qualifications established in this subsection if any of the following requirements of the highly-skilled educator program are substantially revised by the General Assembly or the Kentucky Department of Education:

1. Selection criteria;
2. Training requirements; or
3. Functions and responsibilities.

Section 25. Athletic Director. An athletic director, if serving in a position paid from the certified salary schedule, shall qualify on the basis of a certificate valid for classroom teaching or for administration. (SBE 42.510; 1 Ky.R. 501; eff. 3-12-75; Am. 5 Ky.R. 611; eff. 3-7-79; 19 Ky.R. 1139; 1539; eff. 1-4-93; 24 Ky.R. 176; 574; eff. 9-4-97; 28 Ky.R. 469;



**EDUCATION PROFESSIONAL STANDARDS BOARD  
STAFF NOTE**

**Action Item, Waiver E**

**Action Item:**

Request to waive the ranking requirements of an occupation-based career and technical education certification, including the 64-hour program requirement.

**Applicable Statutes and Regulation:**

16 KAR 8:040, Section 3 Ranking of occupation-based career and technical education teachers.

**Applicable Goal(s):**

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

**Issue:**

Should the Educational Professional Standards Board (EPSB) waive the three-years teaching experience and the 64-hour program requirement to allow a Rank II classification?

**Background:**

Superintendent Gary Fields, on the behalf of Matthew Atkinson, is requesting a waiver of 16 KAR 8:040, Ranking of occupation-based career and technical education teachers and the 64-hour program requirement. Mr. Atkinson holds a Bachelor of Science in Nursing and a Masters of Science in Nursing from Western Kentucky University. He has been hired as a health science teacher with the Bowling Green Independent Schools. Mr. Atkinson served as a staff nurse and nurse manager from June 1999 to August 2016. He has also served as an adjunct nursing clinical instructor for Western Kentucky University since August 2014.

**Potential Actions:**

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

**Contact Person:**

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E-mail: John.Fields@ky.gov

**Date:**

October 10, 2016



**16 KAR 8:040. Ranking of occupation-based career and technical education teachers.**

RELATES TO: KRS 156.095, 161.020, 161.028, 161.030, 161.1211

STATUTORY AUTHORITY: KRS 161.1211

NECESSITY, FUNCTION, AND CONFORMITY: KRS 161.1211 requires the Education Professional Standards Board to determine equivalent qualifications for the salary ranks and directs that consideration be given to the apprenticeship and industrial experience of certain vocational and career and technical teachers. This administrative regulation defines equivalency for Rank III, Rank II, and Rank I classifications taking into account the factors of apprenticeship and industrial experience.

Section 1. (1) Equivalent ranking qualifications for occupation-based career and technical education teachers, as provided for in KRS 161.1211, shall be limited to those persons who are serving in positions identified as occupation-based career and technical education and who hold one (1) of the certificates established in 16 KAR 2:020.

(2) Occupation-based career and technical education teachers identified in subsection (1) of this section who achieve certification as principal, supervisor or coordinator of career and technical education may retain the same rank, or advance to a higher rank, earned on the basis of the provisions of this administrative regulation.

Section 2. A Rank III Classification for an occupation-based career and technical education teacher identified in Section 1 of this administrative regulation shall require the following:

(1) A one (1) year provisional certificate for teaching occupation-based career and technical education established in 16 KAR 2:020;

(2)(a) High school graduation; or

(b) The equivalent determined by evidence of an acceptable score on the general education development test administered by an approved testing center; and

(3) Four (4) years of successful and appropriate occupational experience in the area to be taught, in accordance with 16 KAR 2:020, Section 2(1)(b).

Section 3. A Rank II classification for an occupation-based career and technical education teacher identified in Section 1 of this administrative regulation shall require the following:

(1) Completion of a planned program consisting of a minimum of sixty-four (64) semester hours of approved college credit established in 16 KAR 2:020;

(2) Three (3) years of teaching experience as an occupation-based career and technical education teacher. The experience shall be further defined as follows:

(a) A full year of experience shall include at least 140 days of employment performed within the academic year; and

(b) A half year of experience shall include at least seventy (70) days of employment performed within an academic semester;

(3) One (1) of the following certificates:

(a) Certificate for Vocational Education - Industrial Education, Ten (10) Year Certificate;

(b) Certificate for Vocational Education - Industrial Education, Five (5) Year Certificate;

(c) Any high school certification with an area of concentration in vocational industrial and technical education (certification code A77) or industrial education - preparation level (certification code A96);

(d) Certificate for Trades and Industrial Education; or

(e) A professional certificate for teaching occupation-based career and technical education established in 16 KAR 2:020.