



3. Approval of the Report Components for “Program Effectiveness Reporting for Continuing Approval Specific to School Counseling Programs” Action

The Board acted to approve the proposed reporting plan titled: *Program Effectiveness Report for Continuing Approval (PERCA) Specific to SCHOOL COUNSELOR preparation programs effective February 13, 2015.*

4. Institutional Approvals Action  
Adler Graduate School

On February 13, 2015 the Minnesota Board of Teaching approved Adler Graduate School to continue offering a licensure program to prepare School Counselors. The action was:

- to grant full continuing approval through June 30, 2020 contingent upon the Board’s approval of an interim progress report on all unmet standards (A3, E2, H 12). The interim report must also include responses to team comments for standards C1, D4, E1, E4, E5, E7, F1, G4

Concordia College – Moorhead

On February 13, 2015 the Minnesota Board of Teaching approved Concordia College, Moorhead to continue offering teacher licensure programs. The action was:

- to grant Concordia College, Moorhead, full continuing approval through June 30, 2020 contingent upon approval of an interim compliance report, due December 15, 2015 evidencing full compliance to standard G1. The interim report must also include responses to team comments for standards F2 and H6.

5. Program Approvals  
a. Full Continuing Program Approval Action

**Full continuing Program Approval:**

The following licensure programs are being recommended for FULL CONTINUING APPROVAL through June 30, 2017.  
Approval beyond June 30, 2017 is contingent on meeting program approval requirements via submitted Program Effectiveness Reports for Continuing Approval (PERCA) reports due January 1, 2017.

**Carleton College**

Rule Number	Licensure Area	Program Level
8710.4250	Teachers of Communication Arts 5-12	Baccalaureate
8710.4600	Teachers of Mathematics 5-12	Baccalaureate
8710.4800	Teachers of Social Studies 5-12	Baccalaureate
8710.4750	Teachers of Chemistry 9-12	Baccalaureate
8710.4750	Teachers of Life Science 9-12	Baccalaureate

Rule Number	Licensure Area	Program Level
8710.4750	Teachers of Earth and Space Science 9-12	Baccalaureate
8710.4750	Teachers of Physics 9-12	Baccalaureate

**College of St. Benedict and St. John's University**

Rule Number	Licensure Area	Program Level
8710.4250	Teachers of Communication Arts 5-12	Baccalaureate
8710.4400	Teachers of English as a Second Language K-12	Baccalaureate
8710.3200	Teachers of Elementary Education K-6	Baccalaureate
8710.3360	Teachers of World Language: Spanish K-8 Endorsement Program	Baccalaureate
8710.3310	Middle Level Endorsement in Communication Arts and Literature 5-8	Baccalaureate
8710.4650	Teachers of Instrumental and Classroom Music K-12	Baccalaureate
8710.4900	Teachers of Visual Arts K-12	Baccalaureate
8710.3320	Middle Level Endorsement in Mathematics 5-8	Baccalaureate
8710.4950	Teachers of World Language and Cultures: German K-12	Baccalaureate
8710.4750	Teachers of Physics 9-12	Baccalaureate
8710.4800	Teachers of Social Studies 5-12	Baccalaureate

**The following licensure programs are being recommended for FULL CONTINUING APPROVAL through June 30, 2016. Approval beyond June 30, 2016 is contingent on meeting program approval requirements via submitted Program Effectiveness Reports for Continuing Approval (PERCA) reports due January 1, 2016.**

**University of MN: Duluth**

Rule Number	Licensure Area	Program Level
8710.4650	Teachers of Classroom and Instrumental Music K-12	Baccalaureate

**C. Nonlicensed Community Expert Requests**

1. Renewal Nonlicensed Community Experts Action

GROUP II – Community Experts – Renewals/Repeats - February 2015

School	Individual	Program	Notes
Edina	Benjamin Cornet	Elementary Education Immersion K-6	15-16 SY request due to visa needs
Moorhead	Michelle Rolewitz	American Sign Language K-12	
Richfield	Guillermo Huaman	Elementary Education Immersion K-6	
Yinghua Academy	Shih-Yu Kuo	Chinese Language K-8	

A. Krafthefer moved to approve all of the renewal/repeat community experts. M.F. Clardy seconded the motion. The motion carried.

2. New Nonlicensed Community Experts Action

GROUP I – First Time Community Experts - February 2015

School	Individual	Program
Brainerd	Matthew VanCura	Intro to Aviation 9-12
Community School of Excellence	Sunny Pleh	Karenni Language 5-8
Crookston	Maria Argueta	English as a Second Language K-12
Hmong College Prep Academy	Xiangjun Lu	Chinese Language K-12
Minneapolis Academy Charter	Noah Neumann	Physical Education K-12
Minnesota International Middle Charter	Saido Abdirashid	Science 5-8
Paladin Career and Technical High School	Jarrette Fellows	Academic Behavioral Strategist K-12
	Phillip Gray	Business 5-12, Teaching Coordinator Work Based Learning 9-12, and Emotional Behavioral Disorders K-12
Sejong Academy	Brooke Newmaster	Dance (specifically Korean Dance) K-12
St. Paul	Edwin Rosas	Elementary Education Immersion K-6
	He Huang	Chinese Language K-12

M.F. Clardy moved to approve all of the first time community expert requests. L. Woelber seconded the motion. The motion carried.

**D. Discretionary Variance Requests**

1. Discretionary Variance Requests

Action

February 2015 Discretionary Variance Requests

<b>School</b>	<b>Individual</b>	<b>Program</b>
Anoka-Hennepin	Timothy Howard	Emotional Behavioral Disorders 6-8 grades
El Colegio	Tamara Ramirez	Spanish Language 9-12
Fillmore	Carrie Mathison	Family and Consumer Science 9 <sup>th</sup> grade
Milroy	Melissa Lyngen	Early Childhood Special Education B- age 6
Northeast Metro 916	Cynthia Giese	Experimental Program Reading/Language Arts and Math 6-9 grades
	Kevin Race	Experimental Program Reading/Language Arts and Math 1-4 grades
Waterville-Elysian-Morristown	Charles Pillsbury	School Counselor 9-12

Anoka-Hennepin-ALC: J. Baumann moved to approve the waiver request. L. Woelber seconded the motion. The motion carried.

El Colegio: L. Covington-Clarkson moved to approve the waiver request. M.F. Clardy seconded the motion. The motion carried.

Fillmore: L. Woelber moved to approve the waiver request. L. Covington-Clarkson seconded the motion. The motion carried.

Milroy: J. Baumann moved to approve the waiver request. J. Barnhill seconded the motion. The motion carried.

NE Metro 916 – Cynthia Giese: M.F. Clardy moved to approve the waiver request. J. Barnhill seconded the motion. The motion carried.

NE Metro 916 – Kevin Race: L. Covington-Clarkson moved to approve the waiver request, L. Woelber seconded the motion. The motion carried.

Waterville: J. Baumann moved to approve the waiver request. L. Covington-Clarkson seconded the motion. The motion carried.

J. Bellingham thanked Heather Ward for her work on the variance and waiver requests.

**E. Public Comment** - Individuals wishing to address the board must sign up prior to the Call to Order and may speak for 3-5 minutes.

1. Hue Nguyen, Minnesota Department of Education Assistant Commissioner provided an update on Legislative and the department's work. The Governor's budget was recently introduced at the Capitol, Representative Loon will carry the bill on the House side, there are scheduled hearings next week and MDE will present their portion of the bill. The MDE will submit a report to the U.S. Department of Education on the teacher equity plan to address stakeholder engagement, identify equity gaps, root causes of the gaps, provide strategies and measure the evaluation progress and reporting. The Board of Teaching will draft a plan and provide representation on the subcommittee. Hue noted that much flexibility is needed to identify problems and MDE will drill deeper into the data to review the inequities, see various areas of the state for measurement and identify problems that need correcting. Hue stated that MDE will inform the legislature of the process and will ask for their participation to meet the June 1<sup>st</sup> deadline.
2. J. Bellingham welcomed Cyndy Crist, independent education consultant, who presented the MACTE Minute.
3. Rick Heller spoke unofficially representing the twice-exceptional and print disabled. Mr. Heller distributed a handout highlighting the Minnesota Statute 120B.15 Gifted and Talented Students Programs addressing twice-exceptional and English learners.

### **III. Unfinished Business**

**A. Update on Dean & Counselor Assignments**

Erin Doan reported on H.F. No. 250, a bill for an act relating to education; adding school personnel notice and reporting requirements; proposing coding for new law in Minnesota Statutes, chapter 122A. The bill addresses those serving as school counselors who are without counseling licensure, yet serve in a dean of student's role providing counseling services to students. The bill has not yet been heard in committee.  
At 10:05 a.m. J. Bellingham called for a recess until 10:15 a.m.

### **IV. New Business**

**A. MDE Supply & Demand Report**

Erin Doan reviewed the Minnesota Department of Education's recent Supply & Demand Report, highlighting this report is available on the MDE website and publicly available. In summary, the report states there is an overall greater demand for teachers and fewer candidates to fill the roles, however Minnesota is not on the list of federally designated shortages. These shortages in Minnesota are designated by looking at special permissions. Additionally, we have a surplus in elementary, physical education, social studies and arts/literature areas, although shortages continue to be an issue in some areas of the state. This issue requires further examination. Student enrollments in Minnesota schools are increasingly more diverse and efforts to recruit and retain more teachers of color are needed. Ms. Doan also noted that the board will continue to review the types of shortages in areas of the state where teachers are leaving.

**B. Update on Career & Technical Education**

Career & Technical Education (CTE) department Paula Palmer, Director of Office of Career and College Success and Joel Larson, Agriculture, Food and Natural Resources Specialist at MDE gave an overview of CTE, ongoing work at the state and national levels and goals for the future. Paula noted the legislative report is published on the MDE website and available to the public. CTE is comprised of two programs: approved and non-state approved programs; school districts have both programs. CTE has a great deal of national and state interest to address workforce needs and career development. CTE's

challenges include addressing required technical degrees for Minnesota's future workforce, identifying adequate facilities for industry related programs, providing adequate programs that are aligned with workforce needs, collaborating with bordering institutions on interstate licensure agreements and finding qualified teachers for teacher prep programs at higher institutions. Paula stated they want to work with the board to collaborate with higher institutions to find more programming for adult learners. CTE will continue to align practices and strategies to making our programs accessible to our students across the state. Facilities may not even be available. A handout of Minnesota career fields was distributed.

Paula highlighted 5 key points that CTE would like the board to assist with:

1. Continue to be open to granting special permissions; flexibility is needed.
2. Establishing reciprocity in programming for prep programs to meet CTE requirements.
3. Collaborating in constructive way for post-secondary institutions to support them to design with our requirements in mind.
4. Stronger communication in keeping each other in mind as partners to support the effort
5. Look at redesigning the licenses to make better sense; do these licenses really align with industry around CTE? Are some missing with new technologies? High tech industries – do we have the right things in place?

J. Bellingham thanked Paula and Joel for their work. He added the board is very open and sensitive to CTE areas as outstate Minnesota has a great need, and we will continue to work with CTE leaders on these issues.

## V. Reports

A. **Minnesota Department of Education**

Report

B. **Staff**

Report

- Biennial Report – E. Doan

This report is a requirement of most state boards, including the Board of Teaching and the Board of School Administrators, however, it is unclear whether this report will be required in the future. The current report is submitted to the legislative reference library and will be posted on the board's website.

- Legislative Update – E. Doan

Ms. Doan reviewed Legislative Priorities and materials that have been provided to the legislature for review. She noted that legislation has been introduced to address the teacher shortage and licensure training from out-of-state candidates. There is some confusion over the roles of two agencies (Board of Teaching and Educator Licensing) that oversee these issues. A focus on communication in the year ahead will be important for candidates to understand where they obtain the correct information and the appropriate means of contact for customer service issues. Licensure provides guidance to candidates, however candidates may receive a variety of responses from higher institutions on what courses to take.

The Legislature is looking at language changes for H.F. #500 and Senate File #475.

It was noted there is a need to update the MDE website with current and accurate licensing information for new teachers seeking direction.

The Teacher Supply & Demand report has been submitted to the Legislature. Erin will update the board with upcoming bills; online audio is also available and she extended an invitation to board members to attend sessions if time allows.

## C. Chair

## Report

J. Bellingham announced the Committee Assignments for 2015 as follows:

- Legislature – J. Barnhill (chair), D. O'Brien, L. Woelber, J. Baumann and E. Azer
- Licensure – J. Bellingham (chair) and J. Baumann
- Policy Review – L. Clarkson (chair), A. Krafthefer and J. Grabowska
- Executive – established by vote at January Board meeting
- Discipline- A. Krafthefer and J. Bellingham
- Teacher Equity Plan Steering Committee and the Stakeholder Advisory Committee – M.F. Clardy

John thanked board members for their work on these committees. He also thanked all board members for their work and dedication. He added that he is proud to serve on the board and for all of the hard work over the past 3-4 years. With that, his response to Legislature and discussions at this meeting is that the board has accomplished a tremendous amount of work with change to help the teaching force to help kids in this state. He added that state persons on previous boards or subcommittees who made recommendations for MTLE scores are now making statements at Legislature that anyone can come into the state to teach, or that the Board of Teaching is doing nothing or ignoring people. That is totally untrue. To make false statements to a committee hearing is absurd. We will react going to the next level in finance committee. Forty percent of the licenses issued in Minnesota last year were issued to teachers trained in other states and this is not equivalent to the board doing nothing. This board is more transparent and collaborative with MDE, with MACTE, Education Minnesota, the legislature, Teach for America, and other entities. We will continue collaborative efforts to continue to work through and understand the issues. John thanked Erin Doan and Richard Wassen for their work on committees and setting priorities.

J. Barnhill motioned to move into closed session for licensure matters. M.F. Clardy seconded the motion. The motion carried and at 12:05 p.m. the board moved into closed session.

## VI. Closed Session for Licensure Matters

A quorum of Board members was present. (Board members Grabowska, Palmen, Azer and O'Brien were absent).

J. Barnhill motioned to appoint L. Covington-Clarkson as acting chair. M.F. Clardy seconded the motion. The motion passed.

In the matter of the teaching licenses of Joseph M. Norwood: Michelle Owen, Assistant Attorney General represented the Board of Teaching, Fiona Ruthven, Assistant Attorney General represented the Board's Disciplinary Committee. Jeffrey Shieck, attorney for Mr. Norwood, informed the Board that he would not be present.

J. Barnhill moved that the Board of Teaching adopt the proposed Findings of Fact, Conclusions of Law, Order and Memorandum revoking the teaching licenses of Joseph M. Norwood. M.F. Clardy seconded the motion. The motion passed. J. Bellingham abstained.

In the matter of the teaching license of Joel Fowler: Michelle Owen, Assistant Attorney General represented the Board of Teaching, Fiona Ruthven, Assistant Attorney General represented the Board's Disciplinary Committee. Mr. Fowler was not present.

J. Barnhill moved that the Board of Teaching adopt the Proposed Findings of Fact, Conclusions of Law, Order and Memorandum revoking the teaching license of Joel Fowler. L. Woelber seconded the motion. The motion passed. A. Krafthefer and J. Bellingham abstained.

L. Woelber moved to return to J. Bellingham as board chair. J. Barnhill seconded the motion. The motion passed.

L. Woelber moved that the Board of Teaching adopt the Findings of Fact, Conclusions of Law and Order affirming the automatic revocation of the teaching licenses of Jason D. Barker. J. Barnhill seconded the motion. The motion carried unanimously.

L. Woelber moved that the Board of Teaching Adopt the Stipulation Agreement and Consent Order in the matter of teaching licenses of Michele D. DeGroote. J. Baumann seconded the motion. The motion carried unanimously.

M.F. Clardy moved that the Board of Teaching adopt the Stipulation Agreement and Consent Order in the matter of teaching license of Elizabeth Robertson. L. Woelber seconded the motion. The motion carried unanimously.

L. Woelber moved that the Board of Teaching approve the Stipulation Agreement and Consent Order in the matter of the teaching license of Catherine Henderson. L. Covington-Clarkson seconded the motion. With the exception of a nay vote from J. Barnhill, the motion passed.

J. Baumann motion to move out of closed session and return to open session. L. Covington-Clarkson seconded the motion. The motion carried unanimously.

In open session, J. Bellingham announced that while in closed session, the teaching licenses of Joseph M. Norwood and Joel Fowler were revoked.

**VII. Adjourn:** L. Woelber made a motion to adjourn the meeting at 1:21 pm. J. Baumann seconded the motion. The motion carried unanimously.

Respectfully submitted,  
Lori Rosenthal, recorder

**Next meeting: March 13, 2015 – MDE Conference Center A, Room 13**