

**Arkansas Department of Education  
Professional Licensure Standards Board (PLSB)  
Friday, December 14, 2012**

A meeting of the Professional Licensure Standards Board was held in the PLSB large conference room at #1 Capitol Mall, Little Rock, AR, on December 14, 2012. Members of the Board present were Evelyn Thrower, Dr. Mitch Holifield, Dr. Randy Willison, Brenda Brown, Kathy Howell, Jo Vines, Michael Poore, Don McGohan, Dr. Brad Baine, Dr. Tom Smith, Dr. Karen Cushman and Ron Tolson. Guests in attendance were Donnie Matthews-DIS, Max Kolstad-DIS, Jeanne Jones-ADHE and Mike Mertens-AAEA. ADE staff members in attendance were Michael Rowland, Mike Lucas, Michael Smith, Sarah Shearer, Tameka Parker and Katherine Donovan. Members of the Board absent were: Dr. John Jones and Marion Sibert.

The board consisted of eleven (11) voting members and two (2) non-voting members, representing a quorum.

1. **Call to Order:** The meeting was called to order by Mr. McGohan, chairman.
  - a) Michael Smith introduced new employee Sara Shearer-Administrative Specialist II for PLSB
  - b) The Board agreed to meet on January 11, 2013 at 9:00.
2. **Approval of the Previous Minutes: September 14, 2012:** Ms. Howell made a motion to accept the minutes as written, seconded by Ms. Brown, motion passed 10/0.
3. **Financial Report – \$2,107,522.20:** The committee discussed effective ways to spend funds. Dr. Willison made a motion to accept the financial report as presented, seconded by Ms. Miller, motion passed 10/0.
4. **Journalism Praxis II (0223) Score – Michael Rowland:** Mr. Rowland provided the Board members with a handout titled “Praxis II-New Journalism Licensure (7-12) Test. After a brief discussion Dr. Willison made a motion to accept Journalism Praxis II with a recommended cut score of 155, seconded by Ms. Howell, motion passed 11/0.
5. **Updates– Dr. Cushman:**
  - a) **Teacher Licensure Rules:** A copy of the “Rules Governing Educator Licensure” was handed out for discussion. A brief update was given explaining that the SBOE had approved the rules that had previously gone out for public comment for a second time. Then they went to the rules committee at the beginning of November 2012. The rules committee sent them to joint education for review. During the joint education review all sections were reviewed and approved, except 4.0-Ancillary Counselor Licensure Requirements. The rules will have to go out again for public comment, due to the removal of the counseling section. The SBOE was asked to approve the rules on an emergency basis. *\*The rules are currently in effect without the Ancillary Counselor Licensure Requirement. Currently to be a counselor an educator has to go through a school counseling program.* The SBOE also approved the rules to be put out for public comment so the process can be started for permanent approval.
  - b) **Teacher Evaluation:** An Administrator Support Training was held. The co-ops were allowed to send teams and larger school districts were allowed to send a representative. The training was designed to prepare individuals that go

through the training, to support administrators who may not pass the test the first time and to facilitate groups and one-on-one sessions for administrators going through the training. Administrator training starts on January 7, 2013 at Northwest Co-op for that whole week. There will be face-to-face one day training that will focus on law, the process and the professional growth plan. Teacher Support Training starts after spring break. Each school can send a representative. Teachscape software will be used. IHE training will be February 5-7, 2013 and February 25-27, 2013.

6. **Counselor Licensure – Debbie Miller:** See item 5A
7. **Installation of video equipment in conference room – Michael Smith:** A brief explanation was given about the benefits of video conferencing equipment. The equipment would be helpful during hearings, depositions, meetings, etc. Max Kolsted and Donnie Matthews answered questions that the Board had, relating to price, internet options, bandwidth, etc. After further discussion by the Board Dr. Willison made a motion to get a proposal from DIS for video conferencing equipment, stating the specifications, seconded by Ms. Howell motion passed 11/0.
8. **Revisions to the Standards – Code of Ethics-Don McGohan:** The Board was provided with the current list of ethics standards, to discuss making changes and possibly adding a new standard. The Board decided to add this item to next month's agenda for further discussion. Dr. Baine made a motion that the Board and PLSB staff go for presentation with the new standards and submit a proposal to present this information to the ASBA Convention, December 2013. This presentation will be approved by PLSB and presented by appointed Board members and appropriate staff members, seconded by Ms. Thrower, motion passed 11/0.

The meeting was adjourned by Mr. McGohan.

**Next meeting date: Friday, January 11, 2013; time 9:00-1:00 in the PLSB Presidential meeting room (regular meeting location).**