

**Professional Licensure Standards Board (PLSB)**  
**Friday, March 2, 2018**  
**PLSB Full Board Minutes**

A meeting of the Professional Licensure Standards Board met in the Professional Licensure Standards Board Conference Room at #4 Capitol Mall, Room 105-C, Little Rock, Arkansas on December 1, 2017. Members of the board present were Ms. Kathy Howell, Chair, voting members: Dr. Shelly Albritton, Ms. Brenda Brown, Ms. Lisa Baker, Ms. Lynne Gronseth, Ms. Lillian Hemphill, Mr. John D. Keeling, Dr. Andrea Martin, Dr. Greg Murry, Ms. Cindy Romeo, Mr. Scott Shirey, and Mr. Dudley Webb, III. ADE staff members in attendance were Eric James, Sarah Banker, Paula Thurmond, Cheri Rolett, Daryl Taylor, Stephanie Johnson, Shannon Rostad-Hall, Shari Misener, Ashton Middleton, Joan Luneau, Dr. Jeremy Owoh, and Tonya Williams.

**1. Call to Order** – Kathy Howell, Chair

Ms. Kathy Howell, Chair, called the meeting to order at 8:02 a.m. Dr. Owoh introduced Simone Blagg, the new attorney for Educator Licensure, who will be working with Ms. Daryl Taylor.

**2. Approval of Minutes** – Kathy Howell, Chair

Motion made by Mr. J. D. Keeling to approve the December 1, 2017, minutes; seconded by Ms. Brenda Brown.

Ms. Brenda Brown clarified that she was present at the December 1, 2017, PLSB Full Board meeting. The sign-in sheet did not reflect Ms. Browns' attendance.

The December 1, 2017, minutes were amended to reflect the correction to show Ms. Browns' attendance and the board approved by a unanimous vote.

**3. Action Agenda** - Daryl Taylor

- a. Revision to membership of the Ethics Hearing Subcommittee  
Appointment of an additional member to the Ethics Hearing Subcommittee to insure a quorum

Ms. Taylor brought before the board a proposal to revise the membership of the Ethics Hearing Subcommittee, and add an additional member to insure a

quorum when school schedules conflict. Ms. Howell stated that there has to be a balanced subcommittee with the make-up of teachers versus administrators to make up the Evidentiary Hearing Committee. Ms. Howell said this topic would require further discussion to support the by-laws. Dr. Murry asked if there had been discussion on this topic before. In a prior meeting, Mr. James indicated that there has been discussion on a need for an alternate non-licensed member of the board to sit it on a hearing for a non-licensed educator. Ms. Hemphill made a motion to allow the Evidentiary Hearing Committee Chair and the Ethics Subcommittee Chair to work with Ms. Taylor to report to the Board at the June 1, 2018, meeting on their decision; seconded by Dr. Albritton. Motion passed.

#### **4. Discussion and Reports**

##### **a. Sexual Harassment in Code of Ethics – Daryl Taylor**

- i. Report on research requested and discussion of proposed standards and guidance changes

Ms. Taylor prepared a summary report in response to a question about the proper training pertaining to sexual harassment in the workplace for review by the board. Ms. Taylor provided additional resources which compared three other states and how their standards are set up as it relates to sexual harassment in the workplace and the language used for this standard (see attachment).

There was further discussion on creating a Standard 9 to the Code of Ethics, a title for this standard, or combining it with an existing standard. The board felt that Standard 9 should not be part of an existing standard. Ms. Taylor prepared a draft summary with language that would be up for discussion for the new Standard 9, as well as, a title for the new standard. Ms. Taylor (see attachment) discussed the draft language for Standard 9. An allegation of violation form under Standard 9 would have to come in a verified form addressed by an outside entity as sexual harassment because sexual harassment is a legal standard. Other jurisdictions combined it with another standard, but Ms. Taylor felt that a new Standard 9 was clearer in format. To verify a claim, the EOC will verify it or an outside counsel in addition, if a verified claim is submitted to the PLSB and the allegation is authorized an investigation would follow. Dr.

Murry asked if there is a legal description for a student who is involved in a sexual harassment case. Sexual harassment is a legal term so this would not fall under Standard 1. An option would be to have a new standard designed to support sexual harassment between two adults. Ms. Howell stated that the PLSB has not addressed teacher-to-teacher violations since the PLSB has been in existence. Dr. Martin mentioned that the school board association has recently released a model policy that discusses this same issue.

b. Ethics Data Report – Eric James

i. Training Chart/Book Chart – Eric James

Mr. James discussed the data report for 2018. Since July 2017 to February 2018, PLSB has received 103 allegations. The breakdown is as follows:

Allegations submitted by parents:	31
Allegations submitted by school personnel:	66
Allegations submitted by other:	6

There have been 69 cases authorized. Out of the 69 authorized cases, parents submitted 15 of the cases authorized. The 2017-2018 authorization rate is approximately 70 percent.

As the numbers have decreased for 2018, its comparison is similar to 2014-2015 numbers. James indicated that two of the factors that may have attributed to the decline was the PLSB Code of Ethics training conducted by staff, and overall awareness of the PLSB Process.

Dr. Murry asked how parents are aware of the Code of Ethics complaint process. Mr. James stated that more parents are aware of the PLSB complaint process from other parents who have filed a complaint and by word of mouth. Dr. Owoh commented that the Arkansas Department of Education has had several telephone calls from parents on how they should file a complaint. Dr. Owoh and his staff has been able to guide them through the complaint process and direct them to the PLSB webpage for more education, viewing the training video, and completing the online allegation form to file a complaint.

Mr. James alongside Sarah Banker and Shari Misener presented to the board a newly designed training guide for the Ethics Subcommittee to use when determining their recommendation on the appropriate training needed for reasonable belief cases. This new chart is to be used in collaboration with an existing catalog, which also has the trainings detailed description as well. The chart will simply be an easier and quicker guide for the Ethics Subcommittee when making these determinations on the appropriate training needed.

Ms. Taylor mentioned that the evidentiary hearing committee will also have a new format and that training will be part of their decision.

- ii. Ethics Training Video is now live on AETN – Eric James/Joan Luneau This will serve all alternative prep people who need the Code of Ethics requirement to be in a classroom. AETN tracks who enrolled, the users, and their scores. This also shows how much time they spend online on a course. The video lasts for twenty-nine minutes and a score of eighty-percent is required to pass the test. Ms. Luneau said that the Code of Ethics training video is the requirement for Part II of the Ed Prep program.

c. Educator Prep Programs – Joan Luneau

Ms. Luneau discussed the video for the Ed Prep program and Pro Ethica program.

d. CAEP site visits report – Joan Luneau

Ms. Luneau will have the CAEP will have the report in April 2018 from the fall visits. In the fall of 2017, the schools visited were:

University of Arkansas at Little Rock  
Central Baptist College  
Arkansas State University

Ms. Luneau will share the final report with the board At the June 2018 board meeting. In the spring of 2018, the Arkansas Department of Education will visit the following schools:

Henderson State University

John Brown University  
Southern Arkansas University

Ms. Luneau has visited eight sites this year. She will be attending the CAEP conference in March 2018 in Kansas City, MO. Several members of the board that were absent were attending the AACTE, which is the national conference for colleges and teacher education.

e. 2020 Leadership Preparation Programs Report – Joan Luneau

Leadership Prep Programs are undergoing a complete redo for the program, not just a revision; in order to meet the national standards approved in 2015 and are the professional standards for educational leadership.

Ten members from institutions of Higher Ed that have leadership prep programs represented the group, of which nine attended. Ms. Cindy Romeo was not able to attend. The National Educational Leadership Programs (NELP) consists of seven standards and twenty-eight elements. New principals are required to complete the NELP program, as well as, PLSE standards. The next meeting is April 25, 2018, for the final draft for competencies and any other changes. Preliminary data shows that 943 principals completed this course for 2017. New programs designed for educators in Arkansas will be ready by 2020. There is currently a need for 600 principals in the State of Arkansas.

Licensure Rules – The State Board of Education will approve the guidelines before using them in the Principal Prep Programs. The school districts and IHG work together to achieve a partnership on what the needs are for principals. Ms. Luneau asked that the members email her with any recommendations. She asked for their input on how the site-based programs are working for the universities. What constitutes site-based interaction and how are they working? What are the qualifications of supervisors? Within the next week or two, Ms. Luneau needs the board’s feedback. Ms. Luneau told the board that a Google document has been prepared for them to submit their changes. The Google docs are due by April 13, 2018, whether they have a change or not. Center for Teacher Quality is helping with this process. The board asked on a district level if there is a shortage of principals. The overall comment was that there was a shortage of “quality” high school principals. They may have a license, degree, etc., but it does not mean they are qualified to be a principal.

Ms. Luneau mentioned that on Saturday, March 3, 2018, at the North Little Rock Wyndam Hotel from 10 a.m. to 2 p.m., ADE would be having its career fair.

The board took a ten-minute break at 10:05 a.m.

The meeting resumed at 10:20 a.m.

APPEL opened its application March 1, 2018. There is a good chance that two new sites will open in Eastern Arkansas this year.

Ms. Luneau discussed new licensure tests: 1) a new Alternative Learning Environment (ALE) test, 2) a new computer science test up for review April 26, 2018, 3) a new coaching test, and 4) a new dance test.

f. EPP Quality Reports Working Group Report – Dr. Jeremy Owoh

Dr. Owoh commended Ms. Luneau and her group on the work they have done for the Licensure Division at the Arkansas Department of Education. Dr. Owoh discussed the EPP Quality Report (EPPQR) and the rating for this report. Dr. Owoh suggested combining the EPPQR report with the existing EPP Report (EPPR), which Dr. Frank Servedio put together. The task according to Arkansas Code, which is: 1) Criteria, 2) Novus teachers, and 3) Title II submission. He also discussed what the report would entail and that he would be getting stakeholder feedback. The topics for the report are: 1) promoting a partnership with Licensure and 2) how you show the partnership in the best format. Dr. Owoh will forward this information to the board for their review and approval. The next steps will be to obtain stakeholder feedback, present it to ADE leadership, present it to the ADE State Board, and finally the Development of Quality Ratings. Dr. Owoh is hopeful that the board can approve this by June 2018, followed by the Arkansas State Board of Educations' approval.

g. Rules Update – Cheryl Reinhart/Daryl Taylor

i. Rules Governing Educator Licensure

Ms. Taylor spoke on behalf of Cheryl Reinhart who was not able to attend the board meeting.

Ms. Taylor discussed the new change of removing reasonable belief and replacing it with a preponderance of evidence. With this change, the evidence will support the violation. The Arkansas State Board of Education (SBOE) has commented on the recommendations that the Ethics Subcommittee has presented. Ms. Taylor discussed the process of the Ethics Subcommittee, the Evidentiary Hearing Committee and the final State Board review. The State Board has recommended some changes in the sanction of some of the cases. Ms. Taylor discussed the specifics of a review for the educator with the SBOE should they ask for one.

h. ESSA Plan – Dr. Jeremy Owoh

Dr. Owoh relayed to the board the approval of the ESSA Plan. The ADE has a webpage for ESSA with supporting documents. A team started touring the Co-ops March 1, 2018, along with other stakeholders and school districts. If additional tours need to be scheduled, you may contact any Assistant Commissioner or Deputy Commissioner. For additional training, contact Ms. Gina Windle, Chief of Staff or Dr. Jeremy Owoh.

i. Board Member Rotations

Ms. Howell addressed the board with the following members whose terms will end as of June 30, 2018. The following members are:

Dr. Shelly Albritton  
Ms. Brenda Brown  
Dr. Greg Murry  
Dr. Mary Gunter

Letters are mailed to the respective groups for the available openings so that they can provide replacements names. The new members coming onboard are asked to attend the June 1, 2018, meeting so that they can observe the meeting as a brief orientation as to how the meeting is conducted. Dr. Owoh receives the suggested names and he presents them to the SBOE for approval.

5. Other Business – Tonya Williams

Ms. Williams discussed the Early Head Start update. Ms. Williams wrote a grant for funds for an Early Head Start grant two years ago, which funds have been received. Arkansas is one three to five states in the nation to receive this grant and the first in the region. There are three grantees out of 168 slots. There are three agencies in Hot Springs, one in Batesville, and one at UAMS.

They have put an emphasis on foster children to try to place them in a quality and safe environment.

Arkansas Better Chance released in December 2017, one-time funds which was the \$1.5 million that the Governor put in the 15 session. The number of children in the program divided these funds to use towards salaries, materials, etc.

The \$3 million in the base, not one-time funds will go towards hiring para-professionals and obtaining teacher benefits through the Teacher Retirement Plan.

Innovation grants will be available to ABC in three weeks. These funds will go toward social workers to be able to help families and playground equipment to help extend the learning benefits.

Pre-K is the most needed area for teachers. The P-4 program has discontinued its services so this will eventually be a problem. The Pre-K program may be able to help if they are available in the area to which the need is most prevalent.

The next meeting will be on Friday, June 1, 2018, at 8:00 a.m.

The meeting adjourned at 10:50 a.m.