



May/June 2014  
EPSB Update Memo












### **EPSB Mission**

*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.*

The EPSB Goals and Strategies may be found at <http://www.epsb.ky.gov/boardinfo/mission.asp>.

The EPSB Strategic Plan may also be found by clicking here: [Strategic Plan](#)

### **Quick links for the May/June EPSB Update Memo**

-  [Updates to TC Forms](#)
-  [Background Checks](#)
-  [Cooperating Teacher and University Supervisor Training](#)
-  [Cooperating Teacher Stipends](#)
-  [KTIP Resource Teacher Payments and Final Reports](#)
-  [Kentucky Center for Education and Workforce Statistics](#)
-  [Ethics Seminars](#)
-  [CAEP Updates](#)
-  [NASDTEC Annual Conference](#)
-  [PGES Newsletters](#)
-  [May/June Meetings](#)

### **Updates to TC Forms**

The Education Professional Standards Board (EPSB) is beginning the “phase-out” process of the TC or “Teacher Certification” application forms for the CA or “Certification Application” forms. The impetus for the new forms was the EPSB’s adoption last fall of a new character and fitness questionnaire and a new criminal background requirement for newly certified educators. At the March 17, 2014, board meeting, the EPSB adopted the new CA-1, CA-2, and CA-HQ forms along with the necessary regulatory amendments needed to implement the use of the new forms. The regulations associated with the forms, 16 KAR 2:010 and 16 KAR 4:060, were filed this month and will be posted for public comment on the Legislative Research

Commission's website in May. Assuming there are no comments, the EPSB anticipates the regulatory amendments will become effective in early August with required use as of January 1, 2015.

### **Background Checks**

As of January 1, 2015, changes to 16 KAR 2:010 will require individuals seeking initial certification, not a rank change or renewal, to submit a criminal background check with their application. The criminal background check required is the same background check required by school districts for student teachers. If the applicant student taught in Kentucky, the applicant needs to request a copy of the state and federal criminal background check from the school and submit it to the EPSB.

Applicants who did not student teach in Kentucky or who are seeking certification from out of state will have to request that a criminal background check from the Kentucky State Police and the Federal Bureau of Investigation be sent directly to the EPSB. For information on obtaining a criminal background check from the Kentucky State Police, see [http://www.kentuckystatepolice.org/background\\_check\\_forms.htm](http://www.kentuckystatepolice.org/background_check_forms.htm). If you have any other questions, please contact Alicia Sneed at [alicia.sneed@ky.gov](mailto:alicia.sneed@ky.gov).

### **Cooperating Teacher and University Supervisor Training**

As outlined in 16 KAR 5:040, cooperating teachers and university supervisors must complete three types of training: Part A, the basic responsibilities associated with the role; Part B, best practice in supporting the student teacher; and Part C, effective assessment of the student teacher. EPPs who are planning fall student teaching assignments should verify that teachers who are expected to serve as cooperating teachers have completed these trainings. For more information contact your IHE student teaching coordinator or Sandra Stanley at [Sandra.stanley@ky.gov](mailto:Sandra.stanley@ky.gov).

### **Cooperating Teacher Stipends**

The EPSB provides a stipend to cooperating teachers who guide student teachers in their classrooms. Funds will be sent to districts in May, and cooperating teachers may expect payment on a June paycheck. Although these stipends are modest, cooperating teachers perform an important and valued function in the preparation of Kentucky's teachers. We want to thank our teachers for their expertise and valuable time to support our aspiring teachers.

### **KTIP Resource Teacher Payments and Final Reports**

KTIP resource teachers should be submitting spring or full-year time sheets through the Intern Management System once all cycle committee meetings have been completed. EPSB staff have already begun submitting payments to those teachers who have submitted accurate documentation. The resource teacher time sheets require separate signatures from the Record of Teacher Internship Year (RTIY). If you have any questions, please contact [Sharon.Salsman@ky.gov](mailto:Sharon.Salsman@ky.gov) or [Sherri.Henley@ky.gov](mailto:Sherri.Henley@ky.gov).

### **Kentucky Center for Education and Workforce Statistics**

The Center just added a new section to their website that contains public access data files. The data files are provided in Excel workbooks. Each includes a tab with summary level data for all high schools and all counties in Kentucky with the same information one can find in the [2013 Kentucky High School Feedback Reports](#) and the [2014-15 County Profile Reports](#).

Users can sort, query, and develop graphs and tables with the data instead of typing in information from individual reports. A data dictionary tab with technical notes is also included. Public data may be accessed at <http://kcews.ky.gov/Data/PublicUse.aspx>. Please contact [kcews@ky.gov](mailto:kcews@ky.gov) with any questions or suggestions.

### **Ethics Seminars**

The Division of Legal Services provides ethics training and seminars to schools, districts, educator preparation programs, and school associations free of charge. Staff can modify the presentation for the particular needs of the audience. For more information or to schedule an event, please contact Elise Borne at [elise.borne@ky.gov](mailto:elise.borne@ky.gov).

### **Council for the Accreditation of Educator Preparation (CAEP)**

CAEP has released additional information for EPPs preparing for the transition to CAEP accreditation. The Phase-In Schedule for Evidence under the 2013 CAEP Standards is now available online at [http://caepnet.files.wordpress.com/2014/03/caep\\_phase\\_in\\_schedule.pdf](http://caepnet.files.wordpress.com/2014/03/caep_phase_in_schedule.pdf).

EPPs are encouraged to review this schedule as part of their CAEP transition planning.

Among the information still to be released are standards for advanced programs and procedures for achieving exemplary accreditation. CAEP regularly updates its website <http://caepnet.org>, and that is typically the first place new information is released. CAEP's online glossary at <http://caepnet.org/resources/glossary/> is an excellent resource for updated information. For more information please contact [Kim.Walters-Parker@ky.gov](mailto:Kim.Walters-Parker@ky.gov).

### **NASDTEC Annual Conference June 8-10**

Members of EPSB's leadership staff will be in Kansas City, MO, June 8-10 to attend the conference of the National Association of State Directors of Teacher Education and Certification (NASDTEC). This organization is the only such group in the U.S. which specifically serves those who work for state entities which certify teachers as well as those who prepare them in IHEs. Conference information may be found at <http://www.nasdtec.net/?page=2014Annual>

### **Professional Growth and Effectiveness System Newsletters**

The Kentucky Department of Education PGES Newsletters may be found by clicking on this link: [PGES Newsletters](#).

### **May/June 2014 Meetings**

May 1, 2 – Educational Testing Services Annual Client Conference  
May 2 – Commonwealth Collaborative of School Leadership Programs Meeting  
May 5, 6, 7 – CAEP CI Commission & Accreditation Council  
May 6 - South East/South Central Educational Cooperative  
May 7 – Green River Regional Educational Cooperative  
May 7, 8, 9, 10 – National Network to Transform Educator Preparation (NTEP) Meeting  
May 13 – Unbridled Learning Guiding Coalition  
May 13 & 15 – KTIP/PGES IHE Training  
May 14 – Northern Kentucky Cooperative for Educational Services  
May 16 – State Network to Transform Educator Preparation Meeting  
May 19, 20, 21, 22, 23 – Alliance & CAEP Clinic  
May 21 – Central Kentucky Education Cooperative  
May 21, 22 – Kentucky Education Development Corporation  
May 26 – Memorial Day Holiday; EPSB Offices Closed  
May 28 – Western Kentucky Education Cooperative  
May 28 – Ohio Valley Education Cooperative  
May 28 – Kentucky Valley Educational Cooperative  
June 2, 3, 4 – SEED Grant, NIC Learning Session  
June 4 – Green River Regional Educational Cooperative  
June 4 – Kentucky Board of Education Meeting  
June 5 – AAC Meeting  
June 5, 6, 7, 8, 9, 10 – PESBA/NASDTEC  
June 9 – State National Network to Transform Educator Preparation (NTEP) Meeting  
June 10 – KCEWS Board Meeting  
June 11, 12 – Policy Meeting, CCSSO  
June 16, 17 – TALK Conference  
June 18 – Western Kentucky Education Cooperative  
June 18 – Kentucky Valley Educational Cooperative (in conjunction with KASS Summer Conference)  
June 18, 19 – KTIP/PGES Pilot District Training  
June 18, 19, 20 – KASS Summer Institute  
June 19, 20 – Council on Postsecondary Education Meeting  
June 24, 25 – National Advisory Council, KVEC

**The next regularly scheduled meeting of the EPSB is Monday, June 23, 2014, at 9:00 a.m. (EDT) in Conference Room A, 100 Airport Road, 3<sup>rd</sup> Floor, and Frankfort, Kentucky. There will be a Sunday night work session at 5:30 on June 22 (no action will be taken).** EPSB meeting agendas may be found [here](#) one week prior to the meeting.

[www.epsb.ky.gov](http://www.epsb.ky.gov)