



August 2013

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>

### **William T. Nallia Award**

The William T. Nallia Award recipient is selected by the Kentucky Association of School Administrators (KASA) Board of Directors, and is given annually to an education leader who has shown a spirit of innovation in exemplary service to Kentucky's students. It is named for the former executive director of KASA who led the tremendous growth of the organization during its early years.

This year's recipient is the model of a servant leader. His dedicated career as an award winning middle school principal and central office administrator in a large school district would have been enough for most people. But after retirement, he had much more to contribute, and he did so by becoming the "go-to guy" for school districts who needed help with issues related to teacher and administrator certification.

He spent another decade serving school districts and Kentucky's students in seeing to it that the highest quality, most capable educators were working in Kentucky's schools. His work has benefited every district in Kentucky, now and in the future. And he also managed to contribute greatly to the success of KASA along the way, serving as its first Deputy Director.

Please join KASA as it recognizes Mr. Mike Carr, recently retired Director of Certification for the Education Professional Standards Board.

### **Action Necessary for Persons Holding Level I Principal Credentials**

Those educators holding a Level I principal credential (certificate or statement of eligibility) should take action immediately to avoid completing a longer preparation program in the future. Renewal of a Level I credential should be done within the next calendar year.

All Kentucky school principal preparation programs have moved to a 30-hour **post-master's** requirement. Current Level I credentials were likely earned via the completion of a master's level program. Current EPSB regulations state that all course work, including that required for Level II programs, for the Master's level programs must be completed before JANUARY 31, 2014.

Level I credentials may only be renewed by completing the Level II program. It is to the advantage of all Level I administrative credential holders to complete all Level II course work

(usually 6-9 credit hours depending upon your university) as soon as possible and no later than January 2014. Completion of the Level II program will renew this credential, add five (5) more years to the expiration date, and will allow individuals to avoid having to take the substantially higher number of credit hours which are required with all of the newly-approved post-master's preparation programs.

After the January 2014, universities will not be able to make the Level II recommendations without the completion of the new post-master's requirements, so Level I credential holders are urged to make plans now to complete the requirements for Level II.

Questions regarding the completion of the Level II credential should be directed to the educator's advisor at the institution at which the Level I was completed or to the EPSB Division of Certification at [dcert@ky.gov](mailto:dcert@ky.gov) or 502-564-4606.

### **Kentucky Specialty Test of Administrative Practices (KYPT)**

The Educational Testing Services will begin registration for the KYPT on September 3 with first administration occurring on September 21, 2013. Candidates should log on to the ETS Website at <http://www.ets.org/sls/register/dates/> for registration information. The KYPT will be offered twice per year in paper based format, and in computer based format during the windows listed below.

Tests may be taken at any Prometric Center or Strategic Testing Network site throughout Kentucky (or in any other state). While the SLLA will be offered only on computer, the KYPT will also be administered on paper in September and March. Those will be offered during the regularly scheduled administrations of the Praxis Series.

#### **KYPT (6015/1015)**

September 21, 2013 (paper)  
December 9-21, 2013 (computer)  
March 8, 2014 (paper)  
July 14-26, 2014 (computer)

#### **SLLA (6011)**

October 7 – 19, 2013  
December 9 – 21, 2013  
January 13 – 25, 2014  
February 3 – 15, 2014  
April 7 – 19, 2014  
May 12 – 24, 2014  
July 14 – 26, 2014  
August 4 – 16, 2014

### **Title II Fall Reporting Change**

In the past, an EPSB staff person has submitted IHE student rosters to Educational Testing Services (ETS) during the fall Title II reporting period. However, this process is not efficient taking several weeks (or longer) to complete. Beginning this year, each institution will submit its own report improving the efficiency and timeliness of report submissions. The EPSB technology staff have developed a report generator that allows each Title II Coordinator to create the spreadsheet that is uploaded on the ETS site. Each institution will have the ability to:

1. Verify that students on the rosters are enrolled in that institution.
2. Verify the status of the student as completer (3) other enrolled (2), or all but clinicals (student teachers) (1)
3. Submit the completed report to ETS via their web-based portal
4. Correct any errors on error reports that are returned

We will still continue to support your work and assist you with any data issues. Training materials are being developed (in addition to the ETS documents you will receive) that will assist you with this process. **A work session at the EPSB will be offered for any who are interested to assist with uploading your actual reports.**

Sharen Virgin of ETS will be sending an invitation regarding a webinar being offered at the end of the month that will assist you. Please check you emails in the very near future.

### **LEAD Training Available**

Virtual and face-to-face Local Educator Assignment Data (LEAD) training sessions are available for districts by contacting [cindy.godsey@ky.gov](mailto:cindy.godsey@ky.gov). New and experienced training sessions were held in July, but additional opportunities are still available on the following dates:

8/7 New Coordinators Training 9AM-11AM EDT (via LYNC)

8/8 Experienced Coordinators Training 9AM-10AM EDT (via LYNC)

8/23 New Coordinators Training 9AM-11AM EDT (in person at EPSB Offices)

8/23 Experienced Coordinators Training 1PM-2PM EDT (in person at EPSB Offices)

### **Online Emergency Substitutes**

EPSB launched its first statewide online certification program in 2012-2013 with great success. Approximately 10,000 Emergency Substitute applications were approved via the new Online TC-4 system. As we enter the second year of this program, districts are reminded that all subs must get a new Emergency Substitute Certificate each year. The district procedure for initiating this application will be the same as last year. Individuals holding a statement of eligibility, or having expired certification should not be put into the TC-4 system as they are eligible for a 5 year Full Substitute Certificate. Please continue to contact <mailto:EPSBTC4@ky.gov> with any questions or issues regarding the Emergency Substitute Program.

### **National Board for Professional Teaching Standards**

The National Board for Professional Teaching Standards organization sent communications to all active National Board candidates and *Take One!* participants, announcing that the organization is going paperless. Below are highlights from their communication:

#### **Material**

- All candidates applying in the 2013-2014 administration cycle and beyond will access the Portfolio Instructions and Standards from our website at <http://www.nbpts.org/certificate-areas>. These documents will no longer be mailed to candidates (the “blue box” has been eliminated).
- First-time candidates who are required to verify eligibility prerequisites will download and print verification forms from our website at <http://www.nbpts.org/certification-eligibility-application>. Completed Eligibility Verification Forms can be scanned and returned through Ask NBPTS in *My Profile*, faxed or mailed as per instructions.

#### **Communications**

- Email will be our primary means of communication throughout your candidacy. Ensure you receive important updates and information by keeping your preferred email address

updated in *My Profile* and adding NBPTS.org and Pearson.com to your safe senders list so our emails do not end up in your spam filter.

### **Portfolio Submission**

- All portfolio entries will be submitted for scoring using our ePortfolio system which was successfully implemented during the 2012-13 administration cycle. Information about using this system can be found at <http://www.nbpts.org/eportfolio>

Candidates may contact their customer support team at 1-800-22TEACH with any questions.

### **Accreditation Visits**

In the spring of 2013, Lindsey Wilson College hosted its first NCATE/state accreditation visit, Alice Lloyd College hosted a state-only visit, and Boyce College hosted its first state-only accreditation visit. In the fall of 2013, both Georgetown College and Kentucky State University will host NCATE continuing accreditation visits.

### **The National Council for Accreditation of Teacher Education (NCATE)**

The National Council for Accreditation of Teacher Education (NCATE) and the Teacher Education Accreditation Council (TEAC) have finalized their consolidation to form the Council for the Accreditation of Educator Preparation (CAEP), the sole U.S. accreditor of educator preparation programs. Representatives of the EPSB, educator preparation programs, and partner entities around the state are participating in training to ensure that Kentucky stays abreast of CAEP's ongoing transition process. Kim Walters-Parker, EPSB Educator Preparation Division Director, and Lauren Graves, a Program Consultant in the division, participated in the inaugural training for CAEP site visitors and visiting team chairs in July. In early August, representatives of Kentucky's educator preparation programs, the Kentucky Community and Technical College System, the Association of Independent Kentucky Colleges and Universities, the Kentucky Department of Education, the EPSB, and EPSB division directors will participate in CAEP site visitor training in Louisville. This event, which will include trainees from Kentucky and Missouri, will be CAEP's first regional training for site visitors and will give participants an opportunity to learn from experienced team chairs and CAEP staff who are most closely involved in the transition to CAEP.

### **Clinical Experience and Co-teaching Student Teacher Model**

Revisions to 16 KAR 5:040 have moved Kentucky's preparation programs to a clinical model of teacher preparation. Among the changes are requirements for candidates to complete 200 hours of field experience before being admitted to student teaching and requirements for cooperating teachers and university supervisors to complete approved trainings on the requirements of the regulation itself, co-teaching in the student teaching context, and effective evaluation of student teachers. Cooperating teachers and university supervisors are completing an online assessment using Edmodo to demonstrate understanding of the regulatory requirements.

Approved co-teaching trainings are being offered by educator preparation programs across the state, and completion is reported to the EPSB. Each preparation program is implementing its own training for effective evaluation of student teachers, as evaluation procedures incorporate not only state requirements but program-specific provisions. Teachers who are interested in hosting field experience candidates and/or student teachers are encouraged to contact a preparation program to express their interest and find out more about meeting these requirements. Questions about the

training requirements may be addressed to Sandra Stanley at [sandra.stanley@ky.gov](mailto:sandra.stanley@ky.gov) and Lauren Graves at [lauren.graves@ky.gov](mailto:lauren.graves@ky.gov).

### **Kentucky Association of Colleges of Teacher Education (KACTE)**

Congratulations to the Kentucky Association of Colleges of Teacher Education (KACTE) for being awarded an American Association of Colleges of Teacher Education grant to provide training on a new online tool developed by the EPSB's Information Technology staff with input from KACTE and the Kentucky Department of Education. The Field Experience Tracking System (FETS) will allow candidates in college/university education courses with field experience components to record their field experiences online. FETS integrates information from preparation programs, Infinite Campus, and MUNIS so candidates can report their progress toward meeting Kentucky's field experience requirements. Preparation programs will be able to access their own candidates' records online, even if candidates transfer from one program to another. Collaborative efforts among KACTE, KDE, and staff EPSB demonstrate our mutual commitment to excellence in all aspects of educator preparation in Kentucky.

### **Ethics Seminars**

The EPSB Division of Legal Services offers free ethics seminars to schools, school districts, colleges, universities, and other education groups. Additionally, the Division has posted recent presentations for public use on the EPSB website at <http://www.epsb.ky.gov/legal/ethics.asp>. If you wish to schedule an ethics seminar for your organization, please contact Elise Borne at [elise.borne@ky.gov](mailto:elise.borne@ky.gov).

### **FYI: August Meetings**

August 13, 2013 – Green River Regional Educational Cooperative  
August 14, 2013 – Northern Kentucky Cooperative for Educational Services  
August 14, 2013 – Central Kentucky Educational Cooperative  
August 14, 2013 – Kentucky Valley Educational Cooperative  
August 20, 2013 – South East/South Central Educational Cooperative  
August 28, 2013 – Western Kentucky Educational Cooperative  
August 28, 2013 – Ohio Valley Educational Cooperative  
September 18 - 19 , 2013 – Kentucky Educational Development Corporation

**The next regularly scheduled meeting of the EPSB is Monday, August 5, 2013, at 9:00 a.m. in Conference Room A, 100 Airport Road, 3<sup>rd</sup> Floor, Frankfort, Kentucky.**

EPSB meeting agendas may be found [here](#) one week prior to the meeting.