

**Arkansas Department of Education
Professional Licensure Standards Board (PLSB)
Friday, June 11, 2010**

A meeting of the Professional Licensure Standards Board was held in the auditorium of the Arkansas Department of Education, on June 11, 2010. Members of the Board present were Dr. Mitch Holifield, Kathy Howell, Sheila Jacobs, Don McGohan, Mona Moore, Dale Query, Dr. Tony Finley, Ron Tolson and Beverly Williams. Peggy Doss, Dr. John Jones, Dr. Jerry Guess, Brenda Brown, Marion Sibert, and Michelle Hayward were unable to attend. Guests in attendance were Jeanne Jones-ADHE, Carol Fleming-ARKSHA, Richard Hutchins-AEA and Jerri Derlikowski – Arkansas Legislative Staff. ADE staff members in attendance were Judy Mason, Michael Rowland and Tameka Parker.

There were seven (7) voting members present, representing a quorum and two non-voting members were present.

1. **Call to Order:** The meeting was called to order at 10:20am by Dr. Holifield.
2. **Approval of the Minutes: Friday, May 14, 2010** – Ms. Howell made a motion to accept the minutes from the last meeting date, seconded by Ms. Moore; motion passed unanimously 7/0.
3. **Fund Balance Reports**– May: \$700,956.18 (New report will come out July 1, 2010)
4. **Divergent Recommendations to the State Board of Education from the PLSB and State Department:** The overall committee feels that their actual recommendations should be presented to the SBOE. Ms. Williams says that the agency’s recommendation is what will be presented to the SBOE when there is a conflict between the committee’s recommendation and the agency’s and the SBOE will be advised of the committee’s differing opinion. The board decided to study this further with others before coming to a decision.
5. **Consideration of Public Comments Regarding Initial Teacher Licensure Rules, Building-Level/Curriculum Program Administrator Rules:** Hold until comments are available.
6. **Teacher Licensure Requirements:** Mr. McGohan would like to see a re-examination of teacher licensure requirements. Mr. McGohan made a motion to appropriate \$100,000 to formulate a taskforce to study the licensure process in Arkansas, seconded by Dr. Finley; motion passed unanimously 7/0. **Note:** Dr. Finley and Mr. McGohan stated they would be available to serve on this taskforce.
7. **Revision to the Rules Governing the Ethics Code for Arkansas Educators:** The committee discussed the draft ADE Rules Governing the Code of Ethics for AR Educators.
 - a) **Definition 4.00:** Dr. Finley made a motion to approve the definitions as written, seconded by Mr. Query; motion passed unanimously 7/0.

- b) **Disciplinary Action 6.00:** Ms. Howell made a motion to approve the disciplinary actions as written, seconded by Mr. Query; motion passed unanimously 7/0.
- c) **Appendix A:** Ms. Jacobs made a motion to approve Appendix A as written, seconded by Ms. Howell; motion passed unanimously 7/0.
- d) **Section 5 (Subpoena Power):** Ms. Howell made a motion to approve section 5 as written, seconded by Ms. Moore; motion passed unanimously 7/0.
- e) **Section 7 (Evidentiary Hearing Procedures of the PLSB Ethics Sub-Committee):** Ms. Howell made a motion to approve section 7 as written, seconded by Mr. Query; motion passed unanimously 7/0.
- f) **Section 8 (Evidentiary Hearing Procedures of the Arkansas State Board of Education):** Ms. Jacobs made a motion to approve section 8 as written, seconded by Ms. Moore; motion passed unanimously 7/0.
- g) **Appendix B:** Mr. McGohan made a motion to approve Appendix B as written, seconded by Dr. Finley; motion passed unanimously 7/0.
- h) Mr. Query made a motion to submit draft rules to SBOE on 6/14/10, seconded by Ms. Howell; motion passed unanimously 7/0.

8. **Recommendation for the Creation of a Separate Document/Form for Those Whose Licenses are Not “Teaching Licenses”:** Hold off for taskforce.

9. **Membership for the 2010-2011 Ethics Sub-Committee:**

- a) **2 Teachers:** Ms. Moore nominated Brenda Brown and Kathy Howell (they accepted). Mr. Query made the motion to accept the nominations, seconded by Dr. Finley; motion passed unanimously 7/0.
- b) **2 Administrators:** Ms. Jacobs nominated Don McGohan (he accepted), and Dr. Finley nominated Dr. Jerry Guess (wasn't available). Dr. Finley made the motion to accept the nominations, seconded by Mr. Query; motion passed unanimously 7/0.
- c) **Other:** Mr. McGohan nominated Dr. Mitch Holifield (he accepted) and made the motion, seconded by Mr. Query; motion passed unanimously 7/0.

The sub-committee members for the 2010-2011 year are: Dr. Mitch Holifield, Brenda Brown, Kathy Howell, Don McGohan and Dr. Jerry Guess.

10. **NBPTS Protocol for Repayment (Michael Rowland):** Mr. Rowland gave a brief summary of his role with the agency. He presented the committee with: Protocol for Recovering State Funds. He would like for the PLSB committee to help in the recovering of state funds by agreeing to review the name of the educator, the amount they owe and putting them on the PLSB agenda for discussion with the overall committee, for recommendations on how to get the funds repaid by :

- a) suspending the license immediately with repayment required to reinstate license,
 - b) setting a date on which the teaching license will be suspended if the funds are not received or
 - c) declaring extenuating circumstances and waiving the repayment obligation.
- Hold for next month's agenda

11. **Data on PLSB case for 2009-2010 (as of May 28):** The committee members were given a handout of the PLSB Stats YTD for review and discussion. The committee members expressed approval of the information and format, and would like to see more. Dr. Finley made a motion for the document to be updated with more cases by August 1, 2010, to use for training purposes, seconded by Ms. Moore; motion passed unanimously 7/0.
12. **Expenditure of \$14,000 to purchase software and training for forensic software to be used for computers and other electronics by school districts and PLSB investigators:** Ms. Williams presented the committee with a purchase request outlining the specifics from the PLSB Investigative Unit. They would like to purchase software to be used in recovering information from electronic devices for the investigation process. After a brief discussion, Ms. Howell made a motion to approve the purchase of software and training from Guidance Software for the investigators to utilize, seconded by Mr. Query, motion passed unanimously 7/0.
13. **Gift-Card Question:** An educator received a \$100 gift card from a parent and student. She did not know if it would be considered an ethical violation and wanted to ask the committee for guidance. After a brief discussion Ms. Moore made a motion to allow the educator to accept the gift card, seconded by Dr. Finley; motion passed unanimously 7/0.
14. **Other**
 - a) **PLSB Committee Member:** Carolyn Odom will be replacing Michelle Hayward.
 - b) **PLSB Letter to attend meetings:** The committee discussed the letter presented by Dr. Holifield to present to educators for meeting purposes. It outlines Act 846 of 2007 and Arkansas Code 6-17-422. Mr. McGohan made a motion to accept the letter presented by Dr. Holifield with the change of the word children to students, seconded by Ms. Moore; motion passed unanimously 7/0.

Mr. McGohan made a motion to adjourn, seconded by Dr. Holifield; motion passed unanimously 7/0.