

## **VSBE**

**Date: Sept. 15, 2022**

**Item: Middlebury Approval Status**

**ITEM:** Shall the VSBE extend Middlebury's full program approval status until the October VSBE meeting, with the condition that their Annual Report has been received by the time of this meeting on September 15th?

### **AGENCY RECOMMENDED ACTION:**

**That the VSBE extend Middlebury's full program approval status until the October VSBE meeting, with the condition that their Annual Report has been received by the time of this meeting on September 15th.**

### **BACKGROUND:**

Annual Reports are due on June 15<sup>th</sup> each year. The Office is not too particular if they are submitted late, especially during the past few years. A template is sent in advance to all EPPs, then a reminder email is sent as the due date gets closer. After June 15<sup>th</sup>, another email is sent to any EPP that has not submitted their report. Middlebury never submitted their report or replied to the emails. On September 7<sup>th</sup>, the office sent another email to two former licensure officers at Middlebury to inform them that, per VSBE Policy N2, their status would drop from Full Approval to Conditional Approval. They did respond to that email, and are planning on submitting their report no later than September 14<sup>th</sup>.

The VSBE Executive Council proposed a vote to keep Middlebury at Full Approval as long as their report is submitted by the time of the Sept. 15 VSBE meeting, pending a review of the report by the office prior to the October Board meeting. If the report is complete, Middlebury will not lose their approval status.

### **Policy N2**

#### **Policy on Consequences for Non-Compliant**

#### **Approved Educator Preparation/Alternate Route Programs**

In the event that an approved Educator Preparation Program or Alternate Route Program does not submit the required documentation (Annual Report, Two-Year Report, Seven-Year Plan, Institutional Portfolio) by the date it is due, the VSBPE or the Office on behalf of the VSBPE will send a formal letter notifying the Institution/Program of the missed deadline and that the Institution/Program's approval status will be changed effective immediately. Status change guidelines:

If the Institution/Program had Full Approval the status will drop to Conditional Approval. A program that drops to Conditional Approval will need to meet conditions established by the Board in order to regain Full Approval.

If the Institution/Program had Conditional Approval, the Board will review the situation and determine at their next regularly scheduled meeting whether to revoke that approval.