

**Educator Quality Team**

**June 5, 2018**

**From the Educator Quality Division Director, Debi Price**

Renewal season update: 3,414 educator licenses will be expiring on June 30, 2018. Between January 3, 2018 when renewal applications opened and May 31, 2018 we have received 2,236 renewal applications = 65%. During this time period a total of 2,007 licenses have been paid for and issued.

At this meeting, the VSBPE will be reviewing public comment regarding rule revisions and making final determination on the revisions for submission to the Legislative Committee for Administrative Rules (LCAR) by June 14, 2018. Upon approval by LCAR it is anticipated that the new rules will be in effect by the beginning of July. The VSBPE Rules for revision were posted for public comment on the Agency of Education website from the middle of April to May 30, 2018. Additionally, a public session occurred at the Agency on May 22, 2018. The VSBPE received comments from 3 individuals.

Based on Vermont legislation that was drafted this season, the VSBPE will be required to provide a report on licensure requirements to Vermont legislators in December 2018. At the June 5<sup>th</sup> meeting the VSBPE will be identifying members of the board to serve on a work group which will begin this summer.

Lastly, the Educator Quality Division would like to thank the following VSBPE members for their service. Appointments to fill their open seats are made by the Governor.

- Helen Lanthier, Teacher at St. Albans Town Educational Center
- David St. Germain, College of St. Josephs
- Donald Tinney, Teacher BFA St. Albans

**From the In-service Team - Ron Ryan, Licensing Program Manager**

Licensing specialists continue to process multiple application types. June 1, 2018, is when temporary license can be submitted by Superintendents which will increase licensing work queues rapidly with the initial application submission during this time. Additionally licensing specialists will continue to process renewal applications, reinstatements and transcript reviews.

Applicant survey data has been very positive. The feedback with suggestions for improvement has been very helpful to the licensing team and we are already working on some of the website suggestions that were offered.

In our on-going continuous improvement efforts, we began tracking incomplete applications in February 2018 with the goal of identifying areas where there are reoccurring issues. Below please find the April data. The highest reoccurring area is Fingerprint receipts.

Our team will continue to monitor this data over the next few months. Website messaging and tutorial resources will be revised as needed.

Month	Application Type	Additional credentials	Documentation	Fingerprint receipt	Other	Professional Learning	Provisional or Apprenticeship Plan	Resume	Testing	Transcripts	Transcripts w/rec.	TR Worksheet Syllabus
April	Apprenticeship											
April	Emergency											
April	Initial	9	1	32	6	1		4	16	8	2	
April	Initial - Peer Review			2								
April	Initial - Transcript Review		2	2					2	2	1	1
April	Provisional	3			1		2	7		7		
April	Reinstatement	1	7	15	3	7						
April	Renewal	14	10	51		12						
April	Retired		2	1		2						
April	Transcript Review - Add endorsement							16	12	11	3	15
<b>Total</b>		27	22	103	10	22	2	27	30	28	6	16

Just a reminder that during peak seasons such as renewals, licensing specialists have 30 days from the date the application is submitted with payment to begin their review.

**Current work queue per application type as of 5/30/18**

Application Type	Pending	*Under Review
Initial	35	49
Reinstatement	5	10
Renewal	10	153
Retired	0	7
Temporary	1	4
Transcript Review Initial	0	16
Transcript Review Add Endorsement	0	89
Peer Review Initial	2	31
Peer Review Add Endorsement	3	5
Temporary License Extensions	0	0

*\*Under Review means the application has been reviewed and a Licensing Specialist is working with the educator. This group also includes applications where Letters of Eligibility have been issued or applications that are approved and awaiting payment. \*\*Under review Peer Review applications do not include applicants that are in the year of portfolio development. \*\*\*Transcript Review we are still finishing out the previous process where the application was open for 3 years.*

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**Local/Regional Standards Boards**

Annual Report requests for 2018 were sent to L/RSBs in May. Submission of the Annual Report is one criteria for a grant award.

There have been 104 registrations submitted for the summer training. Multiple training dates throughout July have been identified. A minimum of 16 participants are needed for the session to run. Trainings are scheduled from 9AM to 3PM at the Agency of Education in Barre on the following dates: July 10, 13, 19, 20, 24, 26, 27, and 31. VSBPE members are encouraged to attend.

Deb Giles continues to meet with effected Local Standards Boards regarding upcoming mergers and supporting their work in setting up of the two current existing LSBs to prepare for function as one LSB the next school year. She has been communicating with Boards experiencing a merger for the upcoming school year regarding setting up a joint meeting of the two currently existing Boards to better prepare them to function as one Board next year and participates in these meetings as needed.

*From the Pre-service Educator Quality Team – Terry Reilly, Pre-Service Programs Coordinator*

As mentioned in the last Staff Report, the following endorsements are up for revision: Educational Speech Language Pathologist, Elementary Education, Health Education, Director of Special Education, Superintendent, Principal, Career and Technical Center Director, Director of Curriculum, Assistant Director for Adult Education, Career and Technical Education. The revision groups will begin to meet mid to late summer 2018 and will be complete for the February 2019 VSBPE meeting. Prior to this round of revisions the Pre-service Programs Coordinator will collaborate across the Agency to ensure the endorsement revision process sufficiently incorporates key elements of EQS such as Academic Proficiency, Personalization and MTSS.

Work to renew the pre-approved sequence of classes (sometimes called transcript review alignments) is complete. The purpose of the pre-approved sequences of classes is to expedite the transcript review process for applicants. To date the Agency has not evaluated the cost effectiveness of this process. Anecdotally it appears a very small handful of educators annually utilize the expedited process. During the next several months, we will be reviewing data on staff time/cost associated with the review process and the number of applications submitted with approved alignments to determine if this continues to be an effective use of limited staff time.

The Pre-service Programs Coordinator is reviewing Title II Institutional Program Report Cards, per the responsibilities of the Title II State Coordinator, in preparation for submitting the Title II State Report Card in October.

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## **Peer Review**

- The Peer Review Institutional Portfolio (IP) is complete. The PR Coordinator and Pre-service Coordinator are currently reviewing and refining it before submission to the ROPA Team. Because PR is a path to licensure for administrators and educators the IP is essentially two parallel IP's in one.

- 14 interviews have been scheduled for June, most of the candidates have Provisional Licenses that will expire on 6/30/18
- The PR Coordinator estimates there are 24 people on Provisionals who have not been accepted to PR due to not meeting testing requirements or because they have yet to submit their portfolios - many of the 24 have already received portfolio extensions prior to this year.
- From August 15th, 2017 to June 30<sup>th</sup>, 2018, it is estimated that 107 Peer Review interviews will be completed. The “top” reviews includes: 35 Early Childhood Education and 12 Special Education & Early Childhood Special Education candidates. From November 2016-June 30, 2017, 65 interviews were completed.
- Scoring rubrics and materials for implementation of the Vermont Licensing Portfolio is complete. With the first panel utilizing the adapted EPIC materials on June 11, 2018. The interview will be videoed for future panelist’s training.
- Under consideration is an annual Panelist webinar with PRAC input.

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### **Results Oriented Program Approval (ROPA)**

- A ROPA conference is scheduled for June 14. The agenda will include
  - Relevant Rules and policies
  - Reporting requirements
  - The ROPA review process
- The ROPA Coordinator has trained in processing Transcript Review applications and has been processing those applications this month.