

**Professional Education Council**

**Minutes**

**October 26, 2023**

**McKee 219; 3:30-5:00 PM**

Present: Stacy Bailey, Jennifer Parrish, Jennifer Urbach, Jean Kirshner, Jared Stallones, Jennifer Krause, Charlie Warren, Michelle Holmes, Abi Paytoe Gbayee, Ken Clavir, Jen Cherico, Suzette Youngs, Ginny Huang, Francie Murry

Guest: Tish Thompson

Absent: Lindsay Fulcher (sabbatical)

1. **Approve minutes (2 min)**
	* Michelle motioned to approve; Jen K seconded. 8 approved, 0 opposed, 0 abstained.
2. **Curriculum (20 min)**
	* There is no curriculum to review today.
3. **Old Business (15 min)**
	* Abi Paytoe Gbayee has agreed to serve as the Vice Chair.
	* Nominations for partner representatives. Tish Thompson will check with the nominees below (except for University schools that Stacy will take) and get back to us.
		1. Christa McAuliffe
		2. Brentwood MS
		3. Jackson Elementary
		4. Knowledge Quest Academy
		5. Greeley Central
		6. University Schools – Stacy will check this one.
		7. Centennial Elementary
	* Communication with Partner Schools for Program Improvement
		+ 1. We would like to invite you to participate in our PEC meetings. Monthly, we would ask you to share information about
			2. General teacher candidate performance in your schools
			3. Do you feel like your teacher candidates are missing information/ training in anything?
			4. Any teacher candidates who are excelling that you would like to highlight?
			5. Any changes in the pipeline to your school, your curriculum, etc. that you would like to let PEC know about?
		1. Ginny suggests that we encourage partners to share things with us. Good and bad.
		2. Abi asked if we align some of the questions with our upcoming reauthorization. There are some sample questions we might be able to use. Stacy will look at the samples and see what changes would be possible and will bring back to PEC.
		3. It was asked what the pipeline is we are referring to in question 5 above?
		4. Maybe have a question about the new assessment tools we implemented starting this fall.
	* Reauthorization update – Ginny
		1. EPPART members are continuing to work on their tasks to get the self-study report ready for review by all program coordinators.
		2. Ginny is continuing to reach out to program areas for additional information in the self-study report.
		3. Matrices are continuing to be worked on including the trauma-informed state requirement. This needs to be done by the end of this semester.
			1. Abi asked if the matrix is updated with the inspire modules but not the syllabus will that cause an issue? The inspire details will be in a course that is only offered once a year.
				1. The updated syllabus should be available to submit to the state.
			2. It was suggested to notify everyone that updated syllabi should also be matching to the matrices changes for submission to the state.
			3. Jared also suggested to remember that when you are writing anything for the report or other information for the state, write it as if you are writing to an outside person.
	* Discussion on concern forms
		1. There was discussion about changing the name of “concern” for action/improvement plan.
		2. It was asked if anyone had objections to changing the name of the STE used Concern Form to “Professional Improvement Plan.”
		3. Stacy asked if a small group could get together and discuss any changes.
		4. Ginny mentioned that Jared would prefer consistency so with two forms currently in use, STE and SPED, folks from both areas should be consulted if a committee is created.
		5. Michelle asked if we needed a committee or if a short conversation would satisfy what is needed to make changes.
		6. Can we get improvement plans from local districts that are currently being used to help make our forms more consistent with what students are familiar with?
		7. Can we use a form with basic information and then allow expansion depending on the program areas.
		8. Michelle asked if we could use the first portion of the SPED form and then allow it to break out or use one large comment section.
			1. Jared said to make sure that the same categories are being used to ensure there are no areas where a student could argue unfairness.
			2. Michelle, Jean, Stacy, and Abi all agree that the SPED categories would be beneficial and better. Feels more approachable for all involved.
		9. Michelle motioned that PEC strongly recommend using the SPED form for all teacher prep programs; Suzette seconded. 8 approved, 0 opposed, 0 abstained. Cheryl will reformat the document to align for all programs.
	* Update on policy change through APCE
		1. Last year PEC was notified that Board Policy required PEC to approve within 3 weeks of receipt.
			1. This was just brought up at APCE.
				1. Concern that this would have a domino effect.
				2. Removing sentence of curriculum moves on without PEC approval if not done on time.
				3. Change to approve within 2 meetings, not just one.
				4. What to do about curriculum not moving through in a timely manner.

The person who submitted the curriculum should file a grievance. APCE did not like this approach.

Nancy suggested leapfrog to the next level.

* + - * 1. There is no decision, but he will reword everything and bring it back to APCE for review/approval.
				2. Jen C commented that curriculum does not just move through to next areas without approval. She will notify Charlie of this to take to APCE at the next meeting.
1. **New Business (10 min)**
	* Disability Resource Center Accommodations – Michelle
		1. New types of accommodations are coming from DRC.
			1. The worry is that it is furthering hampering students, not allowing them to meet their academic goals.
				1. Samples:

Leave class for 20-30 minutes at any time.

Students cannot be called on in class.

Other – what is this?

* + - * 1. Faculty has reached out to DRC. DRC has been unable to meet for whatever reason. They might be available in January or February.
				2. Are these concerns for other areas outside of STE?
				3. There are other programs that have specific requirements that cannot happen because of state requirements. Would PEC be able to come up with a statement?
				4. Ginny stated that DRC always stated that the accommodations that would impact meeting state requirements cannot be honored.
				5. Jared thinks that PEC should formally address this. We can make the argument that certain accommodations will not work for teacher prep. Jared suggests a formal letter be sent from PEC to DRC.
				6. Suzette asked if the 3 organizations (DRC, DoS, and IE&C) should be invited to PEC.

Jared agrees this is a good first step.

Stacy, as chair of PEC, can invite them.

Suzette asked if other faculty could be invited?

Abi suggested that we start with PEC and then ask the groups if we could set up a larger group meeting.

A few points:

Candidates may not be hired. DRC will not care about this one.

The accommodation should be reasonable.

* + - * 1. Abi asked if anyone would be willing to write down some bullet points to use for the conversation, could then be used as communication after the discussion.
				2. Michelle suggested a shared document and the top 5 questions could be sent to DRC for review with a meeting request. This would avoid anyone feeling like they were “ambushed” at the meeting. Cheryl created a document in PEC Sharepoint for faculty to add questions.
1. **Reports (10 min)**
	* Reports from membership
		1. Charlie Warren – no report
		2. Ginny Huang – no report
		3. Jared Stallones – CCODE is chatting with legislators tomorrow to extend the state stipend.
		4. Rachel Dineen –no report
		5. Ken Clavir/Jennifer Atterbury-Cherico/Laura Beyers – Laura Beyers is moving on. Michelle Heiny will do her duties while they look for a new Asst Registrar.
2. **Adjournment**

Francie motioned to adjourn. Michelle seconded.