

CENTRAL WASHINGTON UNIVERSITY

PROFESSIONAL EDUCATION ADVISORY BOARD (PEAB) SCHOOL ADMINISTRATION PROGRAM

June 22, 2001
Meeting Minutes

ATTENDING: Dr. Susan Madley, Dr. Jack McPherson, Dr. Alberta Thyfault, Dr. Leland Chapman, Dr. Gary Shelly, Crystal Schulhauser

GUESTS: Dr. David Shorr, Teacher Education Programs Department Chair

RECORDING: Crystal Schulhauser

1. The meeting was called to order at 8:32 AM by Dr. Madley.
2. Introductions were made by all.
3. The revised minutes of the January 25, 2001 meeting were acknowledged. The minutes of the April 27, 2001 meeting were moved by Dr. McPherson, seconded by Dr. Thyfault to approve the minutes as presented. Motion passed unanimously.
4. The June 22, 2001 agenda was moved by Dr. Thyfault, seconded by Dr. McPherson to approve the agenda as presented. Motion passes unanimously.
5. **Good News:** Dr. Madley shared good news for Sylvia Severn. Sylvia's daughter is getting married this upcoming weekend. Dr. Madley said how happy she is to have made it to the end of spring quarter. She also expressed her joy in seeing the two new capable TEP faculty members hired. She feels the PEAB is operating effectively. Dr. Madley also shared how CWU's Ed Admin Program has strong teamwork and public relations with the interns, current and past. Dr. Shelly's family is doing as well as can be expected in regards to Dr. Shelly's father passing away last month. His daughter graduated from high school this past Tuesday. The students, parents, and staff of the school he was principal planted a maple tree in his honor and presented him with a plaque, thanking him for his community and school contributions. Dr. Chapman was happy to say he is partially retired at least until August. He will be teaching at Heritage this summer and will be moving to Ellensburg soon. Dr. Thyfault complimented the TEP representation of the Ed Admin Program and Graduate students at the 2001 CWU Commencement ceremonies. She will be writing to the Registrar's Office regarding her concern that the incline of the ramp on and off of the stage needs to be adjusted for wheelchair graduates. Dr. Thyfault was happy to share that two of the 2000-2001 Interns are already seeking employment. Crystal Schulhauser shared that her September wedding plans are going well. Dr. McPherson said two of his children

made honor roll and was happy to share that he has recently paid off his Visa bill. Thirteen of his 2000-2001 interns have administration jobs. Dr. McPherson gave a touching speech regarding this being Dr. Madley's last PEAB meeting. He gave her a plant and a card as a going away present. Dr. McPherson also welcomed Dr. Shelly and Dr. Chapman. Dr. Shorr reported the TEP Department is financially solvent. He will be going to Reno next week. The two having no connection!

6. **TEP Chair's Report:** Dr. Shorr shared how delighted and anxious he is to have two new TEP faculty members beginning in August – Dr. Gary Shelly and Dr. Leland Chapman. He expressed how Dean Bowers strongly supported the decision to hire these two individuals. Dr. Shorr also shared that the TEP Department was the only department allowed to hire not only one but two new faculty members. He informed the Board of the Intern Meeting coming up on July 27, 2001. Dr. Madley will head the meeting and help Dr. Shelly and Dr. Chapman meet with their interns. Dr. Madley stepped in and shared how she felt the Ed Admin student interviews and documentation for the NCATE visit helped make the accreditation successful and positive. She also reminded the board that Central Washington University had received five-year accreditation from the State (OSPI), which is the maximum a university can receive. Dr. Madley expressed how NCATE members were complimentary of the EDAD program and of the approved folio. During this report, Dean Bowers and Associate Dean Sledge interrupted to meet Dr. Shelly and Dr. Chapman.

7. **PEAB Business/Informational:**
 - a) 2001 – 2002 Interns: Dr. Madley explained the supervisors assignment of the 2001 – 2002 Interns was by geographic location.
 - b) New Admin Personnel: Dr. Shorr welcomed the two new Ed Admin faculty: Dr. Gary Shelly and Dr. Leland Chapman.
 - c) Credit Recency/SPED 512: There was discussion regarding certification only students and how current their Special Ed credits for coursework must be in order to qualify as transferring into the program (6-year general rule). Dr. Thyfault informed the board that EDSE 512 – Special Ed Law isn't required before interning. Discussion followed. Because principals are key players in the SPED programs, the board agreed to encourage/require all students to take EDSE 512 prior to interning. Dr. Thyfault also suggested to the board to establish some type of regulations regarding waiving SPED classes for students. Discussion followed. The board agreed to be more stringent (six years is too long) when reviewing the candidate's files regarding Special Ed. Discussion followed about the possibility of making EDSE 512 a required course for everyone prior to interning. The motion to advise students to take EDSE 512 prior to interning was moved by Dr. Thyfault and seconded by Dr. McPherson. The motion passed unanimously. The motion to enforce "additional courses may be required" from the ACP flyer was moved by Dr. Thyfault and seconded by Dr. McPherson. The motion passed unanimously.

- d) Annual PEAB Report: Dr. Madley informed the board that she and Crystal will be responsible for working on the annual PEAB Report. The report is due July 13, 2001.
- e) Professional Certificate: Dr. Madley discussed the Professional Certificate issue with the board. She explained how OSPI would like the Dean or Associate Dean to work on a new plan. At this time, Dr. Andrea Sledge is in charge of the Professional Certificate Plan for CWU. Due to the lack of funding and support from teachers, principals, and superintendents, there is a concern for the quality of the new plan. Dr. Andrea Sledge is still working on a second proposal. Discussion followed.
- f) Follow up “Not Approved” and “Contingency” acceptance: The board agreed that if the student does not complete or follow up on the original conditions of being accepted to the Administrator Certification Program, the student will not be accepted upon review of the applicant’s file the second time.
- g) Spring Intern Meeting Evaluations: Dr. Madley handed each board member the overall ratings and comments from the 2001 Spring Intern meeting in Olympia. Each board member read the evaluation. No discussion or questions followed. Students generally rated the meeting high in value.

8. **Other Business:**

- a. 2001- 2002 Elections: Due to the poor attendance, Dr. Madley decided to hold off on the upcoming elections until the next meeting on October 3, 2001. A member from the private school sector will be added to the board in October, 2001.
- b. Past practice: Interns who are in private schools, are required to complete a large number of hours in public schools in addition to those in their private school. A public school supervisor/mentor must be identified and should meet with the university supervisor.

9. **Screening of Administrator Candidates:**

The following two applicants were approved for full admission to the CWU Administrator Certification Program, spring quarter, 2001:

Christopher Jorgensen, Initial Secondary Principal (4-12)
Shelley Warner, Initial Principal (P-12)

The following three applicants were approved for conditional admission to the CWU Administrator Certification Program, spring quarter, 2001:

Del Garrick, Initial Secondary Principal (4-12): needs EDSE 512
Charlotte Throgmorton, Initial Secondary Principal (4-12): needs EDSE 512
Carole Swick, Initial Elementary Principal (P-9): needs EDSE 512 and EDF 507

Cory McIntyre who was approved on a contingency bases (April, 2001) was reviewed for the second time. No action was taken. He does not meet the criteria and has not agreed to the plan outlined for him by Dr. Thyfault.

10. **Suggested Meeting Dates for 2001 – 2002:**
 - a. October 3, 2001
 - b. January 31, 2002
 - c. April 30, 2002
 - d. June 28, 2002
12. **Next Meeting:** Wednesday, October 3, 2001
13. The meeting was adjourned at 11:10 AM.