

CENTRAL WASHINGTON UNIVERSITY

PROFESSIONAL EDUCATION ADVISORY BOARD (PEAB) SCHOOL ADMINISTRATION PROGRAM

April 30, 2002

Revised - Meeting Minutes

ATTENDING: Dr. Jack McPherson, Dr. Alberta Thyfault, Dr. Leland Chapman, Dr. Gary Shelly, Dr. Sylvia Severn, Ms. Michele Wadeikis, Mrs. Evelyn Nelson, Mr. Greg Waddle, Dr. Kristine Brynildsen-Smith, Mr. Tim McGlothlin, Mrs. Crystal Weddington

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

RECORDING: Crystal Weddington

1. In the absence of Paul Coppin, Michele Wadeikis, co-chair, called the meeting to order at 8:30 AM.
2. Introductions were made by all. New member, Tim McGlothlin, principal of Columbia High School, White Salmon
3. Dr. Thyfault made one change to the January 31, 2002 meeting minutes. She pointed out that on page 3, under c) should read "successful teaching experience." Dr. Thyfault, seconded by Dr. Shorr to approve the minutes with the one change, moved the minutes of the January 31, 2002 meeting. Motion passed unanimously.
4. Ms. Nelson pointed out that today was her last meeting. Therefore, needing to add under "other business", the topic of her replacement on the PEAB. The April 30, 2002 agenda was moved by Dr. Thyfault, seconded by Dr. Brynildsen-Smith to approve the agenda with the addition. Motion passes unanimously.
5. **Good News:** Ms. Wadeikis has finished her superintendent credential. She feels it was a great experience. Her son is a senior in high school and was awarded a \$1,000 scholarship. Ms. Nelson shared she is going to be a grandmother again. The CAT (Cougars and Teaching) Project is moving right along. She is very excited to be presenting the project in England this summer. Her daughter is graduating this year from the University of Washington. Dr. Severn's son was awarded a significant scholarship. The School Facilitators Project went from discouraging to excitement with the upcoming changes. Dr. Brynildsen-Smith attended a Rotary meeting last Saturday evening where the Rotary Club gave \$170,000 in scholarships to high school seniors. She is going to China this summer for two weeks. Dr. Shorr has made an offer on a new home. Mr. Waddle was excited to share that he had front row tickets for the Crosby, Stills and Nash concert last Sunday. His son is graduating from college this year and is out looking for a job. Dr. Shelly expressed how glad he was to

be here. He is in the process of remodeling his home. Dr. Chapman's son is also graduating from college. His son will be an oral surgeon. Dr. McPherson has yet another grandchild. This one makes 12! Dr. McPherson's son was called back to the Air Force for three years. His daughter finished the 7th grade WASL examines. Mr. McGlothlin's daughter received a \$16,000 scholarship to attend Linfield College to become an Elementary Teacher.

6. **TEP Chair's Report:** Dr. Shorr informed the board that the Teacher Education Programs is planning on filling the Early Childhood Education position with a non-tenure track faculty. In all, the department is in the process of filling a non-tenure track Bilingual position and three other non-tenure track faculty positions (two on campus and one at the SeaTac Center) but the decision is pending on the Provost's decision. With the budget cuts going on, the department continues to remain solvent.

7. **PEAB Business/Informational:**
 - a) School Administration: The supervisors have been very busy with their interns. Spring quarter has brought more people on campus for coursework. Dr. Chapman feels the department is doing well with getting candidates admitted into the program. We have approximately 25 interns for the 2002-2003 year.
 - b) Experience requirement: Drs. Shelly and Chapman shared with the board that the majority of the applicants who have applied for the Master's Degree in Administration do not have any or very little teaching experience. They questioned the board on whether or not there was any research somewhere regarding experience. Dr. Shorr feels the two programs (Master's in Administration and the Administrator Certification Program) should be kept separate. Dr. Shorr informed the board that the Master's in Administration requires only one year of full time teaching experience for admittance. Ms. Nelson feels that the wording for the teaching experience should not only be successful, but also contractual, full time teaching experience in a K-12 classroom setting. Dr. Shelly feels that teaching experience is extremely important prior to beginning the coursework because some of the courses require that the students contribute and share about their school district. Dr. Shorr suggested that the board identify courses that require the one-year of teaching experience. Ms. Nelson asked why students go from receiving a Bachelor's degree right into pursuing a Master's degree. It was suggested that students who choose this route made this decision based on not receiving a job when they graduated. Dr. Shorr feels a change in the Master's Degree in Administration title would help with the misrouting of Master's candidates. He would like to see the title include "Education Administration". The board supported the change. Dr. McPherson expressed the need for people in education with experience. He also feels that students need to have a sponsoring school district. The recommendation to change the title and description of the Master's Degree in Administration to include "Education Administration" was moved by

Ms. Nelson, seconded by Dr. Severn to approve the change. Motion passes unanimously.

- c) Program Report: Dr. Chapman shared an email from Dr. Richard Mack, Dean of Graduate Studies, who expressed how pleased he was to see that EDAD courses are by permission only. Students must now be admitted into the Master's program or the Administrator Certification Program prior to taking EDAD courses.
- d) Private/Public Recommendation: Dr. McPherson asked the board how a student should be required to split (60-40, 50-50, etc.) the internship if the student is interning in a private school setting. Dr. Shelly feels the issue needs to be dealt with on an individual basis. Dr. Brynildsen-Smith pointed out that the private school needs to be an approved private school and that the internship issue requires careful advising on the University's part. The recommendation for the wording for private school internships to include "approved private school" was moved by Dr. Severn, seconded by Ms. Nelson to approve the wording. Motioned passed unanimously.
- e) Internships: Husband/Wife: Dr. Chapman informed the board that there is a husband and wife intending to begin the Administrator Internship this upcoming year in the same school, under the same supervisor. Dr. Chapman asked if there has ever been a "rule" about this. The board was unaware of any "rule". Ms. Nelson feels that it should not be allowed because it could create a negative aspect when/if something controversial arises. Dr. Shelly feels that a recommendation by the board needs to be made to suggest to future interns they should complete the internship in separate schools or at separate times. Because the husband and wife have already been approved to begin the internship, the board feels that at this time, the issue is a moot point. However, if the issue of family members completing the internship in the same school, at the same time should arise again, the board will need to make Dr. Shelly's recommendation.
- f) Annual PEAB Report: Dr. Chapman told the board that the Annual Report will be ready by the June 28, 2002 PEAB meeting.
- g) Meeting Dates: The board approved the following 2002-2003 PEAB meeting dates:
 - August 16, 2002
 - October 25, 2002
 - January 31, 2003
 - April 25, 2003
 - June 27, 2003

8. **Other Business:**

- a. Ms. Evelyn Nelson's PEAB Replacement: Ms. Nelson reminded the board that today, April 30 was her last PEAB meeting. She would like a replacement. Dr. Chapman also reminded the board that Mr. Glenn Johnson's term has expired, Mr. Brian Fones would like to be replaced, and Mr. Paul Coppin's term expires in June. Dr. Chapman suggested to

the board to reinstate Mr. Coppin. The board agreed, and discussed replacements for the other members.

- b. EDSE 512/585: There was confusion on whether or not EDSE 512 and 585 were both required of Administrator candidates. Dr. Chapman reviewed the minutes from previous PEAB meetings to find that EDSE 512 or an equivalent is required of all Administrator candidates, not EDSE 585. If a candidate has EDSE 585, the candidate will be required to successfully complete EDSE 512 prior to beginning the internship.
- c. Spreadsheet for PEAB Reviewers: Dr. Severn suggested that a spreadsheet for the PEAB Reviewers to use while screening the Administrator candidates would be helpful. A spreadsheet will be presented at the June 28, 2002 PEAB meeting.
- d. Topic for June 28, 2002 PEAB Meeting: The board would like to discuss the wording regarding teaching experience vs. experience in the WAC.

9. **Screening of Administrator Candidates:**

The following applicants were approved for full admission to the CWU Administrator Certification Program, spring quarter, 2002:

Gayle Bender-Uhl, Initial Elementary Principal (P-9)
Charles Wayne Butler, Initial Secondary Principal (4-12)
John Clough, Initial Administrator/Special Education (P-12)
Ausencio Delgado, Initial Secondary Principal (4-12)
Richard Follett, Initial Principal (P-12)
Michael Stark, Initial Secondary Principal (4-12)

The following applicants were approved for conditional admission to the CWU Administrator Certification Program, spring quarter, 2002:

Debbie Bomar, Initial Elementary Principal (P-9) – needs EDF 507 and EDSE 512
Steve Buckingham, Initial Secondary Principal (4-12) – needs EDSE 512
Ken Collins, Initial Secondary Principal (4-12) – needs EDF 507
Angela Delgado, Initial Secondary Principal (4-12) – needs EDSE 512
Raquel Ferrell – Benavides, Initial Principal (P-12) – needs EDF 507, EDSE 512, and one more year of successful teaching experience
Margaret Lanz, Initial Principal (P-12) – needs EDSE 512 and EDF 507
Dorothy Larsen, Initial Elementary Principal (P-9) – needs EDSE 512
Constance Logan, Initial Secondary Principal (4-12) – needs EDSE 512
Todd Matthews, Initial Principal (P-12) – needs EDF 507 and EDSE 512
David Brian Neufeld, Initial Principal (P-12) – needs EDSE 512
Richard Newton, Initial Secondary Principal (4-12) – needs EDSE 512
Tracie Stipp, Initial Principal (P-12) – needs EDSE 512
Randy Torrey, Initial Elementary Principal (P-9) – needs EDF 507

The following applicants were not approved to the CWU Administrator Certification Program, spring quarter, 2002, but will be reconsidered at the June 28, 2002 meeting:

Katherine Meyer, needs EDSE 512, EDF 507, and four references

Jon Abbott, needs EDSE 512 and four references

Brett McDaniel, needs five references and the Statement of Education Leadership Objectives and Experience

Sean Osborn, needs more teaching experience (has 8 months teaching experience)

The following applicants were not approved to the CWU Administrator Certification Program, spring quarter, 2002.

Michael Sauer lacks teaching experience and a teaching certificate.

Action taken for the following applicants from the January 31, 2002 meeting:

Jon Torrence, Initial Principal (P-12): status changed from “not approved” to full admittance based on the receipt of the references and successful completion of EDSE 512 and EDF 507.

10. **Suggested Meeting Dates for 2002 – 2003:** The board agreed on the following meeting dates for the 2002-2003 year:
 - a. August 16, 2002
 - b. October 25, 2002
 - c. January 31, 2003
 - d. April 25, 2003
 - e. June 27, 2003
11. **Next Meeting:** Friday, June 28, 2002
12. The meeting was adjourned at 12:10 PM.