

CENTRAL WASHINGTON UNIVERSITY

PROFESSIONAL EDUCATION ADVISORY BOARD (PEAB) SCHOOL ADMINISTRATION PROGRAM

June 28, 2002
Meeting Minutes

ATTENDING: Dr. Jack McPherson, Dr. Alberta Thyfault, Dr. Leland Chapman,
Dr. Gary Shelly, Mr. Paul Coppin, Mr. Greg Waddle, Dr. Kristine
Brynildsen-Smith, Mr. Tim McGlothlin, Mrs. Crystal Weddington

RECORDING: Crystal Weddington

1. Mr. Paul Coppin called the meeting to order at 8:30 AM.
2. Introductions were made by all.
3. Mr. Coppin added to the discussion as to why students are trying to enter the Master's program without the teaching experience. He said that some of the faculty advise students to pursue the Master's Degree rather than look for a teaching position. Mr. Coppin also pointed out a correction to the April 30 minutes. Page three, part e) should read "..., the board feels that at this time, the issue is a moot point." Dr. Brynildsen-Smith, seconded by Dr. Thyfault to approve the minutes with the one change, moved the minutes of the April 30, 2002 meeting. Motion passed unanimously.
4. The June 28, 2002 agenda was approved unanimously.
5. **Good News:** Dr. Brynildsen-Smith was pleased to share that her school had 60 graduates this year. Of those 60 students, 48 of them are planning to attend 4-year colleges. Dr. Brynildsen-Smith was also proud to acknowledge that the rotary club she is part of, collectively awarded \$1.2 million in scholarships. Dr. Thyfault was happy to share that her car is being fixed. This past week, Dr. Thyfault went to Utah to pick up her mother. Dr. Shelly is still in the process of remodeling his home. He expressed how he had a great year with his interns and the majority of the interns have accepted administrative positions. Mr. Waddle is happy that school is out for the year. He informed the board that he is sitting on a district team for the teacher negotiations. Mr. Waddle feels the negotiations are different this year in that they are tougher and interesting. Dr. McPherson's daughter passed the 7th grade WASL exams. Dr. McPherson also shared that his 15-year old son is enjoying the summer and his childhood! Mr. McGlothlin and his wife just celebrated their 28th anniversary by going to the beach with their family. Dr. Chapman was pleased to inform the board that he hasn't purchased any cars lately.
6. **TEP Chair's Report:** No report.

7. **PEAB Business/Informational:**

- a) School Administration, Summer Quarter: Dr. Chapman informed the board that the month of July is extremely busy with students completing their orals and written exams for the completion of the Master's Degree. Dr. Thyfault complimented Drs. Shelly and Chapman and Ms. Weddington for their efforts in making sure before students enroll in EDAD courses, the students are fully admitted into either the Master's program or the Administrator Certification Program. She has 12 students enrolled in the EDAD 594 – School Law course this summer and all 12 are fully admitted into a program.
- b) School Administration Personnel: Dr. Chapman informed the board that while he and Dr. Shelly are recruiting candidates for the Lynnwood program, Dr. Thyfault will be teaching EDAD 594 – School Law, Dr. Pappas will be teaching EDAD 581 – Public School Finance.
- c) Spring Intern Meeting Evaluations: Dr. Chapman shared that while the final evaluations have not been officially tallied yet, the overall scores and comments were very positive.
- d) Private/Public Recommendation: Dr. Chapman informed the board that while placing interns, the EDAD faculty have discovered that more people from private schools are wanting to be placed. The board approves the placement as long as the private schools are “accredited”. Dr. Brynildsen-Smith expressed the difference between private schools that were “approved” and “accredited”. She explained that going through the accreditation process is much more strenuous than the process to be state approved. Dr. Chapman pointed out that one of the 2002-2003 interns did not have a Master's Degree from an accredited four-year university. The student was forced to withdraw from the program. Dr. Brynildsen-Smith moved that administrative interns may be placed in a private school setting as long as the school has been accredited. Mr. McGlothlin seconded the motion. Motion passed unanimously.
- e) Annual PEAB Report: Dr. Chapman informed the board that the Annual PEAB Report is due on July 31, 2002. He let the board know that the budget had money left over, but not much. Dr. Chapman was not sure on how much money OSPI would award them next year. Drs. Shelly and Chapman are still trying to find someone to replace Ms. Evelyn Nelson. They are hoping to have someone by the August 16 meeting. Dr. Chapman said that Mr. Richard Niemeyer, Superintendent of Omak School District will replace Mr. Brian Fiones on the PEAB committee.
- f) Teaching Experience vs. Experience in WAC: Dr. Chapman informed the board that they have raised the bar to meet Washington state standards. OSPI encouraged that the language in our program include “contractual” when referring to the teaching experience. Other Washington universities' administrator preparation programs have done the same. Mr. Coppin asked for examples. Both Dr. Shelly and Dr. Chapman responded and said that other university programs are requiring three years of teaching experience

prior to being admitted into the program. Currently, CWU's Administrator Preparation Program requires one year of successful teaching experience to be admitted and three years of teaching experience to be awarded the certificate. Dr. Thyfault would like to add the topic of shortage of administrators, hiring practices, and the teaching experience for program administrators to the agenda for the October meeting. Discussion followed.

- g) Evaluation Spreadsheet: The board approved the use of a standard spreadsheet for PEAB reviewers to use while screening candidates.
- h) Meeting Dates: The board approved the following meeting dates for 2002-2003:

August 16, 2002
October 25, 2002
January 31, 2003
April 25, 2003
June 27, 2003

8. Other Business:

- a. Mr. Coppin asked the board for advice. Mr. Coppin received his Master's Degree from CWU. He has taken a few of the EDAD courses. He would like to pursue the Initial Principal's Certificate. Mr. Coppin has recently transferred to a different school in Ellensburg and asked the board if he will need the new Principal's recommendation or the former Principal's recommendation? The board unanimously said the reference needed to be from the current school principal.
- b. Lynnwood: Dr. Shelly informed the board that we had 7 students confirmed for the Initial Principal's Certificate program in Lynnwood starting summer quarter. After making phone calls to those 7 to confirm everything, Dr. Shelly had 6 of the 7 back out for various reasons. However, 3 of the 7 are attending classes this summer in Ellensburg and plan to attend the SeaTac campus for the Principal's Certificate program. Dr. Shelly shared that some of the students felt the Lynnwood program was pretty intense. Therefore, Drs. Shorr, Chapman, and Shelly discussed changes to the cohort program. They made changes to the program and will require that students take one course (instead of 2) per quarter and intern the second year in addition to taking one course per quarter. Over the next year, Drs. Shelly and Chapman will be recruiting people for the Lynnwood Program. Dr. Shelly pointed out that the decision to begin the program boils down to commitment from the student and the student's school district. Dr. Chapman added that we need school districts to encourage their faculty to pursue the certificate. Dr. McPherson suggested to not offer courses in Lynnwood and Ellensburg during the summer. He suggested to offer courses in Ellensburg only. Dr. McPherson also pointed out that the program has done away with the end-of-year summer BBQ. This idea would bring all of the EDAD students and faculty together. Dr. McPherson would like to have this offered again.

- c. PEAB Survey: Dr. Chapman asked that the board members who have been here throughout the year fill out the PEAB Survey that OSPI requires.
- d. Items to discuss at the next meeting: Dr. Chapman would like to discuss enforcing all candidates to the Administrator Certification Program have three years of successful teaching experience prior to being admitted to the program. The board needs to clarify whether they will approve a candidate who has two years of successful teaching experience to begin the internship or enforce that the candidate have three years of successful teaching experience prior to the internship. There also needs to be clarification when comparing the requirements for the Master in School Administration Program and the Administrator Certification Program.

9. **Screening of Administrator Candidates:**

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

Travis Peterson, Initial Elementary Principal (P-9)

Anthony Simmons, Initial Secondary Principal (4-12)

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

Robert Bowman, Initial Principal (P-12) – needs EDF 507 and EDSE 512

Lynn Olsen, Initial Elementary Principal (P-9) – needs EDSE 512 and EDF 507

Josephine Smith, Initial Administrator/Supervision & Curriculum (P-12) – needs EDF 507 and EDSE 512

The following applicant was not approved to the CWU Administrator Certification Program, summer quarter, 2002, but will be reconsidered at the August 16, 2002 meeting:

Kimberly Depew, Initial Secondary Principal (4-12): needs to have a copy of a valid teaching certificate. The copy submitted had expired in August, 2001.

The following applicant was not approved to the CWU Administrator Certification Program, summer quarter, 2002.

Sean Osborn, Initial Elementary Principal (P-9): needs more teaching experience to increase recommendation scores.

Action taken for the following applicants from the April 30, 2002 meeting:

Jon Abbott, Initial Secondary Principal (4-12): status changed from “not approved” to conditional admittance based on the receipt of the references and successful completion of EDSE 512.

Theresa Cole, Initial Secondary Principal (4-12): status changed from “not approved” to conditional admittance based on the successful completion of EDF 507 and EDSE 512.

Brett McDaniel, Initial Secondary Principal (4-12): status changed from “not approved” to conditional admittance based on the verification from the Superintendent of the recommendation written by the Assistant Superintendent.

10. **Next Meeting:** Friday, June 28, 2002
11. The meeting was adjourned at 11:50 AM