

CENTRAL WASHINGTON UNIVERSITY

PROFESSIONAL EDUCATION ADVISORY BOARD (PEAB) SCHOOL ADMINISTRATION PROGRAM

August 16, 2002

Meeting Minutes - *Revised*

ATTENDING: Dr. Alberta Thyfault, Dr. Leland Chapman, Dr. Gary Shelly, Mr. Paul Coppin, Mr. Greg Waddle, Dr. Kristine Brynildsen-Smith, Mr. Tim McGlothlin, Dr. Richard Niemeyer, Ms. Michele Wadeikis, Dr. David Shorr, 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. The board welcomed Dr. Richard (Dick) Niemeyer to the PEAB.
3. The June 28, 2002 minutes were approved unanimously.
4. The August 16, 2002 agenda was approved unanimously.
5. **Good News:** Dr. Shelly welcomed Dr. Niemeyer. Dr. Shelly's daughter received the Leadership Award from her middle school in the Everett School District. Dr. Shelly was happy to inform the board that his kitchen sink has now been installed and his kitchen is finally remodeled! Dr. Niemeyer gave the board a little background information on himself. His son is a senior in high school and his daughter is a senior at the University of Montana. Dr. Niemeyer is the superintendent for the Omak School District and has 32 years of experience in the education field. Dr. Shorr informed the board that his car (Falcon) is finally running well, still has a few things to work on, but is drivable. Mr. Waddle is happy that the Seattle area has had 6-weeks of Eastern Washington weather – no rain! He spent a week in LA with his son and had a good time. Dr. Brynildsen-Smith has been traveling a bit this summer. She spent 2 weeks in China and loved it. Upon returning from China, Dr. Brynildsen-Smith then traveled to Orlando, Florida and had a great time. Dr. Thyfault shared that the summer session went well. Dr. Thyfault's mom will be 80 years old next week. Ms. Wadeikis was happy to share that she received her Superintendent's Certificate and has been busy applying for jobs. She has replaced many of the staff in the Cle Elum Middle School and is excited for the upcoming school year. Dr. Chapman's youngest son has enrolled in the Navy and has been placed in Honolulu (life must be rough!!). Dr. Chapman's oldest son has been classified as a Master in All Around Skiing. Dr. Chapman has purchased a new washer and dryer, therefore, going to remodel the laundry room. Mr. Coppin has switched schools (was at Mt. Stuart

Elementary, now at Lincoln Elementary). He recently returned from a fishing trip at Yellowstone River.

6. **TEP Chair's Report:** Dr. Shorr shared that we have a new brochure for the Master's in Education program. Now that the wording on the brochure is reflecting the new requirements for the program, he will be implementing the wording into the University catalog. Dr. Shorr also shared that the department is solvent. As of, hopefully, fall quarter, the Teacher Education Programs (TEP) will have a new Master's Program entitled M.Ed. ITS (Masters of Education: Inclusive Teaching Strategies). Melanie Kingham has been hired for the Early Childhood Education program at the SeaTac center. The department will need to fill two faculty vacancies for the Early Childhood and TESL (Teaching English as a Second Language) programs.
7. **PEAB Business/Informational:**
 - a) Annual Election of PEAB Chair: Mr. Coppin reminded the board that when he was appointed PEAB Chair for the 2001-2002 year, that Ms. Wadeikis was appointed co-chair. Dr. Thyfault nominated Ms. Wadeikis to be the PEAB Chair for the 2002-2003 year. Dr. Shelly seconded the nomination. The board voted. The appointment of Ms. Michele Wadeikis as the PEAB Chair for the 2002-2003 year passed unanimously.
 - b) Program Update – Fall Quarter: Dr. Chapman informed the board that the assignments for the 2002-2003 Interns has been made. This year, the interns are located all over the state from Spokane to Vancouver. While visiting with Interns, Dr. Chapman expressed that there is a growing interest for the program in more areas than in the past. Dr. Chapman notified the board that the Lynnwood Cohort Program will not begin this fall of 2002, rather fall of 2003. In the meantime, Drs. Shelly and Chapman will spend the upcoming year recruiting. The most important issue is getting a commitment from the school districts to not only promote the Initial Principal's Certificate Program, but also to encourage faculty to pursue the certificate. Drs. Shelly and Chapman are confident that this will happen. Dr. Shelly pointed out that, at this time, it is difficult for people to make a two-year commitment. Dr. Chapman told the board that this summer, they tried arranging the classes in a different way than in the past. The classes were offered once a week, all day. The students preferred the schedule this way rather than having a class four days a week for an hour. Drs. Shelly and Chapman will maintain this type of scheduling for next summer. Dr. Shelly thanked Dr. Thyfault for teaching the EDAD 594 – School Law course this summer. Dr. Niemeyer questioned how the scheduling works and whether the department (TEP) checks with other departments (Curriculum & Supervision: C & S) to make sure the students are getting the other courses they need for the program. Dr. Chapman explained that we now have a commitment from C & S to offer at least one foundation course each quarter on campus and at the SeaTac Center. Dr. Shelly commended Dean Bowers for allowing them the opportunity to make changes to the program. He also pointed out that there will never be any budgeting when it comes to students taking

courses here at the main campus during the summer quarter versus the SeaTac Center.

- c) Review of Program Approval Standard (Five Year Plan): Dr. Chapman informed the board that the PEAB Annual Report had been completed and sent to OSPI. While completing the report, Dr. Chapman reminded the board about the WAC that requires a rotation of focused categories. During the next five years, the categories will be: Accountability (2002-2003), PEAB/Knowledge & Skills (2003-2004), Program Design (2004-2005), and Resources (2005-2006). This year, the focus will be on accountability. Therefore, at the October meeting, the PEAB will be dissecting the Master's in School Administration and Administrator Certification Programs' wording, brochures, catalog, application material, and program offerings for accountability. Course and program descriptions, application materials, and brochures will be sent to each PEAB member for review before the October 25 meeting.

8. **Other Business:**

- a. Dr. Chapman reminded the board that he is still looking for the second Superintendent Representative to sit on the PEAB. He has a few people he is waiting to hear back from, and will have someone by the October 25 meeting.
- b. Dr. Thyfault would like the board to consider a phone/video conference using the K20 system for the January meeting. This would allow those who have to travel a long way (Niemeyer and McGlothlin), to be a part of the meeting, but not risk the icy roads. The board agreed to have the January 31, 2003 meeting begin at 9:00am instead of 8:00am and will look into having a phone conference.

9. **Screening of Administrator Candidates:**

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

Kim Depew, Initial Secondary Principal (4-12): needs EDSE 512 and EDF 507

Peggy Jackson, Initial Principal (P-12): needs EDSE 512

John Page, Initial Secondary Principal (4-12): needs EDSE 512 and EDF 507

10. **Next Meeting:** Friday, October 25, 2002

11. The meeting was adjourned at 10:30 AM