

CENTRAL WASHINGTON UNIVERSITY

PROFESSIONAL EDUCATION ADVISORY BOARD (PEAB) SCHOOL ADMINISTRATION PROGRAM

October 23, 2003

Meeting Minutes

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

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

RECORDING: Crystal Weddington

1. Tim McGlothlin called the meeting to order at 9:00 AM.
2. Introductions were made by all.
3. The meeting minutes from June 26, 2003 were unanimously accepted.
4. The October 23, 2003 agenda was approved by all with the addition to the PEAB Business/Informational list of one item: Internships.
5. **Good News:** Dr. Merwin was excited to report that the Ellensburg High School football team has a chance to win this Friday night. They will be playing against Wapato. Dr. McPherson has been approved to refinance his home. Mr. Coppin has a great 4th grade class this year at Lincoln Elementary. Dr. Brynildsen-Smith shared that Dr. Shelly had visited her school, Archbishop Thomas J. Murphy High School, and was invited to be a part of the board. Dr. Brynildsen-Smith reported that student enrollment at her school has increased and the building of the new school is progressing. The football team at Archbishop Murphy High School is #1 in the state. Dr. Shelly and his wife celebrated their 29th wedding anniversary over the weekend. Dr. Chapman was happy to report that he is here and other than feeling a little tired, he's doing well after his surgery. He also informed the Board that due to Seattle's heavy rainfall on Monday night, the roof at the SeaTac center caved in on three of the classrooms where he was teaching. Dr. McGlothlin reported that his school had a 14.3 increase in the scores for the 10th grade WASL.
6. **TEP Chair's Report:** Dr. Shorr reported that the department is broke, but will manage. He also shared that there may be 3-5 teachers in Thorp who are pursuing the State Board Certificate. Therefore, they may be needing to take EDAD 583 – School and Community without having to be admitted into the program.

7. **PEAB Business/Informational:**

- a) PEAB Replacements: Dr. Chapman shared with the Board that we have a new Superintendent representative to replace Richard Niemeyer. Dr. Harry Vanikiotis from the Eastmont School District will begin his term winter 2004. The Board needs a middle school principal to replace Michele Wadeikis. All suggestions are welcomed. Also, Dr. Robert Beath, ESD representative, will also need to be replaced. While the ESD rep is not required by OSPI, it is very beneficial to the Board.
- b) Intern Meeting Evaluations: the members reviewed the comments made by the 2003-2004 Interns regarding the Pre-Autumn and Fall Meeting.
- c) PEAB Annual Report comments: Dr. Chapman discussed the email sent by Larry Lashway from OSPI regarding getting ready for the state approval of the Administrator Certification Program. Dr. Shorr would like to sit down with Dr. Chapman, Dr. Shelly, and Ms. Weddington to review the program and the upcoming changes. Dr. Shelly reported that representatives from Whitworth College have already gone for the review and it took about 20 minutes. Dr. Chapman and Dr. Shelly would like a member of the PEAB to attend the review with them. In addition, two former interns will also attend the review. More discussion on the review process will take place at the January PEAB meeting.
- d) Administrator Certification Program Review: The enrollment in the program is remaining constant. Dr. Shelly and Dr. Chapman are still working on offering a program in Lynnwood and possibly Wenatchee.
- e) Internships: Dr. Chapman reported that the 2003-2004 interns are doing well this year. He has had a few interesting requests made by students and school districts to allow an intern to begin the internship at any time. Dr. Chapman strongly feels that the internship needs to be consistent in beginning in August and ending in June. The Board agreed. Dr. Brynildsen-Smith asked why the school districts are requesting to begin early. Dr. Chapman said it was due to need.

8. **Other Business:**

- a) Interview with Melissa Routh for the Master's Program: Ms. Routh arrived for the interview with the Board. Introductions were made by all. Questions regarding her classroom experience, former coursework, low GPA from her undergrad courses, and future abilities were discussed. Final decision in regards to admittance into the Master's in Administration Program was to wait until the grades from Fall quarter were posted. A letter notifying Ms. Routh of the decision was sent.

9. **Screening of Administrator Candidates:**

The following applicants were approved for full admission to the CWU Administrator Certification Program, winter quarter, 2004:

Jennifer Westover, Initial Principal (P-12)

Marcus Yoder, Initial Principal (P-12)

The following applicants were approved for conditional admission to the CWU Administrator Certification Program, winter quarter, 2004:

Tina Deveny, Initial Principal (P-12) – needs EDF 507 and EDSE 512

Warren Fyfe, Initial Principal (P-12) – needs EDSE 512

Nancy Meeks, Initial Program Administrator/Special Education (P-12) – needs EDF 507

Christine Roux, Initial Principal (P-12) – needs EDSE 512

The following applicants were not approved to the CWU Administrator Certification Program, winter quarter, 2004:

William Casey Buck II – missing the Educational Leadership Experience statement and a copy of a valid teaching certificate

Paul Coppin – missing one recommendation

Darren Erath – missing the recommendation from Superintendent

Victoria Frampton – missing 3 years of teaching experience, not admitted into a Master's Program

Margaret Kinney – missing the recommendation from the Superintendent and no teaching experience (has ESA certificate)

Radford Smith – missing three recommendations (Principal, Superintendent, and one administrator)

Suzan Zakhary – missing recommendations from the Principal and Superintendent

Action taken for the following applicants from the June 26, 2003 meeting:

Robert Moffatt – upon receiving the recommendation from the Superintendent, he has been conditionally accepted – needs EDF 507 and EDSE 512

10. **Next Meeting:** Friday, January 30, 2004, 9:00am

11. The meeting was adjourned at 12:00 PM.