

Vermont Standards Board for Professional Educators

*VSBPE: Ensuring a Caring, Competent, Highly Effective
Educator in Every Vermont Classroom to Improve Student
Learning*

Draft Meeting Minutes

Meeting Place: Virtual Meeting | Microsoft Teams | Call-in # 802-828-7667 | Conference ID:
231 431 522 949# | Date: January 9, 2025

Members Present: Amy Minor, Brenda Seitz, Bernadette Cleland, Christine Kurucz, Katie Revelle, Bill Clark, Nancy Brown, Melissa Connor, Jennifer Clement, Amy Pickering, Amy Flannery, Ellen Emery

Members Absent: None

Staff Present: Ron Ryan, Andrew Prowten, Deb Giles, Ellen Cairns, Katie Gagliardo, Michelle Farrington, Cathy Wilkins, Jessica Monahan, Amelia Wurzburg, Lori Dolezal

Others: Erin Barry

A. Minor called the meeting to order at 9:00 am.

Approval of Agenda:

B. Clark moved to approve the [1/9/25 agenda](#).
Seconded by A. Flannery.
The motion was approved.

Approval of Minutes:

B. Seitz moved to approve the minutes from [11/19/2024](#).
Seconded by B. Clark.
The motion was approved.

Public to be heard:

None.

Act 139 Update:

B. Clark provided an update on [Act 139](#).

Staff Report:

R. Ryan presented the [Staff Report](#).

Waiver Requests

Superintendent Request: Caitlin Haumann

C. Kurucz a motion to approve the emergency waiver request for C. Haumann. Seconded by B. Clark.

The VSBPE Board approved the waiver request for an emergency license for Caitlin Haumann to serve as a long-term substitute in 5th grade at the Green Street School, with the caveat that there is a concrete supervision and mentoring plan in place for her. A copy of that plan will need to be submitted/uploaded when applying for the emergency license. This emergency license will expire on 6-30-25. This waiver was approved without precedent.

The motion was approved.

Superintendent Request: Karina Rojas-Flores

B. Clark made a motion to approve the waiver request for K. Rojas-Flores. Seconded by C. Kurucz.

The VSBPE Board approved the waiver request for an additional one year provisional/apprenticeship application for Karina Rojas-Flores to complete her Spanish licensing requirements, with the understanding that she must complete the SPARK program as stated in the superintendent's letter to the board. This one year provisional/apprenticeship application should be submitted after June 1, 2025, and will be in effect through June 30, 2026. This waiver was approved without precedent.

The motion was approved.

Sub Committee Work Licensing Committee

Special Education Provisional Waivers

R. Ryan gave an update on Special Education Provisional Waivers.

2025 Renewal Season

D. Giles gave an update on the 2025 renewal season. More detailed information can be found in the [Staff Report](#).

Update F2 Recency of Study Policy – First Reading

A. Minor made a motion to approve the first reading of the proposed revision to [Policy F2 Recency of Study](#) to not require recent study in cases of licensure via reciprocity with a lifetime license.

Seconded by B. Seitz.

The first reading was approved.

New Licensing System Update

A. Prowten provided an update on the new licensing system, including the projected timeline below:

Last day for old system is **7-1-2025**

Onsite AOE staff training **7-7-2025** to **7-11-2025**

Go live date for new system **7-15-2025**

Virtual training for external Users **7-21-2025** to **7-25-2025**

Program Approval Committee

Saint Michael's Undergraduate ROPA Review Team

A. Minor made a motion to approve the team for the [ROPA review of Saint Michael's College undergraduate programs](#) which is scheduled for March 24-26, 2025.

Seconded by B. Clark.

The motion was approved.

ROPA Review Team Members for Spring 2025

B. Clark made a motion to approve the team members for the [upcoming reviews](#) of Saint Michael's Graduate programs (March), Champlain College (April), UVM's Literacy New Program Review (May), and Peer Review (June).

Seconded by C. C. Kurucz.

The motion was approved.

Topics for February 12th Meeting:

- Update on Core Standards Subcommittee
- Endorsement revisions
- Praxis Core Alternative Policy continuation
- Second Reading of F2 Policy
- ROPA Reports

B. Clark made a motion to adjourn.
Seconded by J. Clement.
The meeting was adjourned at 10:22 AM.

Minutes recorded by Katie Gagliardo.