

## 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:  
208 143 239# | Date: November 19, 2024

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

**Members Absent:** Ellen Emery

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

**Others:** Erin Barry, Mikaela Simms, Maresa Nielson, Mary Kay Jurovcik

A. Minor called the meeting to order at 9:01 am.

#### **Approval of Agenda:**

B. Clark moved to approve the 11/19/24 agenda, with the addition of one waiver.  
Seconded by A. Flannery.  
The motion was approved.

#### **Approval of Minutes:**

B. Clark moved to approve the minutes from 10/16/2024.  
Seconded by A. Flannery.  
The motion was approved.

#### **Public to be heard:**

None.

## **Act 139 Update:**

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

## **Division Updates:**

A. Prowten provided division updates, which included information on the new licensing system and staff changes within the division.

## **Staff Report:**

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

## **Waiver Requests**

### **Superintendent Request: Caitlin Haumann**

B. Clark made a motion to approve the waiver request for C. Haumann.  
Seconded by B. Cleland.

A. Minor made a motion to withdraw the approval of the waiver request.  
Seconded by B. Clark.  
The motion was withdrawn.

B. Clark made a motion to waive Rule 5382 to allow C. Haumann to work as a substitute beyond 30 days until January 9, when the VSBPE Board will consider a waiver with additional information.

Seconded by A. Minor.  
The motion was approved.

The Board took a break at 9:50 AM. They resumed the meeting at 10:05 AM.

### **Policy Q3 Temporary Licenses – Policy on Special Education Endorsements – Provisional License**

A. Minor made a motion to delete Policy Q3 from the Policy Manual.  
Seconded by C. Kurucz.  
The motion was approved.

### **Policy Q4 Temporary Licenses – Temporary Policy on Special Education Endorsements Qualification for Provisional License**

A. Minor made a motion to delete Policy Q4 from the Policy Manual.  
Seconded by C. Kurucz.  
The motion was approved.

## **Sub Committee Work Licensing Committee**

### **Special Education Provisional Waivers**

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

### **Licensing Rulebooks**

R. Ryan reminded the Board members that the new licensing rulebook are available if anyone would like a physical copy. The new licensing rulebook can also be accessed [online](#).

## **Program Approval Committee**

### **Testing requirements for Modern & Classical Languages: Adoption**

B. Seitz made a motion to adopt revisions to [Policy G2](#).  
Seconded by B. Clark.  
The motion was approved.

B. Seitz made a motion to adopt revisions to [Policy N16](#).  
Seconded by J. Clement.  
The motion was approved.

### **UVM New Program Application (Specialized Literacy Professional)**

B. Clark made a motion to approve UVM's application for a ROPA review of its program leading to the [Specialized Literacy Professional endorsement](#).  
Seconded by J. Clement.

A roll call vote was taken:

Yes: Amy Minor, Brenda Seitz, Bernadette Cleland, Christine Kurucz, Bill Clark, Nancy Brown, Melissa Connor, Jennifer Clement, Amy Pickering, Amy Flannery

No: None

Abstain: Katie Revelle

Absent: Ellen Emery

10 Yes; 0 No; 1 Abstention; 1 Absent.

The motion was approved.

### **Spark Apprenticeship Program Pilot**

M. Simms gave a presentation on the Spark Apprenticeship Program Pilot.

C. Kurucz made a motion to approve the [Spark Apprenticeship Pilot Program](#) until June 30, 2026 (two school years).  
Seconded by B. Clark.  
The motion was approved.

### **Licensing Data and Landscape Presentation**

A. Prowten gave a comprehensive presentation on the [current licensing data and landscape](#).

### **Topics for January 9<sup>th</sup> Meeting:**

- Follow Up: Waiver (Caitlin Haumann)
- Optional Literacy License Enhancement
- Three upcoming ROPA Reports
- Zoie Sanders, Interim Secretary of Education will be attending the January meeting.

B. Clark made a motion to adjourn.  
Seconded by J. Clement.  
The meeting was adjourned at 11:27 AM.

Minutes recorded by Katie Gagliardo.