



**AGENCY OF EDUCATION  
EDUCATOR QUALITY DIVISION**

Vermont Standards Board for Professional Educators  
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**VERMONT STANDARDS BOARD FOR PROFESSIONAL EDUCATORS**

September 21, 2017 AOE Offices, Barre

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

**MINUTES**

**MEMBERS PRESENT:** Jennifer Fribush, Richard Reardon, Roberta Baker, Erik Remmers, Amy McMullen, Tom Young, David St. Germain, Helen Lanthier, David Younce, Cynthia Cole, Don Tinney.

**MEMBERS ABSENT:** Jeremy Hill

**STAFF/OTHERS PRESENT:** Debora Price, Deborah Giles, Terry Reilly, Amy Scalabrini, Ron Ryan, Clare O'Shaughnessy, Katherine Filkins, Keith Thompson, Keith Williams

**CALL TO ORDER:** D. Price called to order at 9:08am.

**VSBPE Orientation**

- **Statutory Responsibilities**
- **Roberts Rules of Order**
- **Conflict of interest**
- **Professional communication – email accounts**

**Board Re-organization**

H. Lanthier motioned to nominate D. Tinney as Board Chair. Seconded by T. Young. Motion passed unanimously.

R. Baker motioned to nominate E. Remmers as Vice Chair. Seconded by C. Cole. Motion passed unanimously.

H. Lanthier motioned to nominate J. Fribush as Board Secretary. Seconded by A. McMullen. Motion passed unanimously.

**Approval of minutes**

D. Tinney asked if there were any additions or corrections to the minutes of the June 16, 2017 meeting.

**J. Fribush moved that the VSBPE accept the minutes of the June 16, 2017 meeting with corrections. Roberta Baker seconded. Motion passed.**

### **Correspondence / Announcements:**

J. Fribush received a letter from a Work Place Learning Coordinator for Technical Education. Upon Board discussion, T. Reilly noted that he had met with Jay Ramsey and Veronica Newton with the Agency and the Educator regarding this topic. No need for additional follow up.

D. Tinney had correspondence with Patty Morgan. She would like to be on the Agenda again in the near future. D Price and Patty Morgan are meeting on Friday, September 22<sup>nd</sup> regarding future agenda topics for Board.

### **Board Member Updates**

New Board members: Cynthia Cole, David St. Germain, David Younce. Various updates on Summer vacations.

### **Staff Report**

At the last board meeting, the AOE was down 3 Licensing Specialists. The commitment of the staff carried us through the incredibly busy Renewal season. D. Price very proud of staff and all that they accomplished. The EQ Division Licensing Team is currently fully staffed! We continue to recruit for a ROPA consultant. Acknowledgement of the workload on T. Reilly as he continues to balance endorsements, ROPA and finishing initial licenses.

The EQ's debriefing retreat is 9/29. This is our time to evaluate our processes and discuss continuous improvements.

J. Fribush **motioned to move the June 13<sup>th</sup> meeting to June 5<sup>th</sup>**. Tom Young seconded. Motion approved.

### **Policy C2: VSBPE Committees: Revised**

Motion by R. Baker to **accept recommended changes related to Policy C2**. Seconded by R. Reardon. Motion approved.

### **Program Approval Committee (PAC)**

J. Fribush nominated R. Reardon for Committee Chair. Seconded by D. Younce. Board approved.

PAC members: R. Reardon (Chair), J. Fribush, H. Lanthier, D. St. Germain, D. Younce, Community member

## Licensing Committee

T. Young nominated R. Baker for Committee Chair. Seconded by C. Cole. Motion approved.

LC members: R. Baker (Chair), J. Hill, T. Young, E. Remmers, A. McMullen, C. Cole.

Recess for lunch at 11:57 am

Board reconvened at 12:30pm.

### Waiver Requests: Educator Request – Katherine Filkins

J. Fribush, **moved to grant a retroactive license to be valid from January 13<sup>th</sup>, 2017 – June 30<sup>th</sup> 2017.** Helen Lanthier seconded. **Motion denied**

### Superintendent Request – Rule #5364 for School Counselor

Waiver request from Tom Debalsi to waive the rule regarding an Emergency License for a School Counselor.

**Motion by D. St. Germain to grant the waiver request regarding an Emergency License for a School Counselor provided that the Board will not consider a Provisional License if after one year Melissa is not prepared to apply for an Initial Level I.**

**Motion amended by C. Cole to include weekly supervision by a Licensed Clinical School Counselor.** Seconded by T. Young. Motion approved

### Educator Request – Rule #5440 - 91

**Motion by J. Fribush to enter Executive Session to discuss matters related to personal and confidential information that would be exempt from public disclosure.** Seconded by: H. Lanthier. **Motion approved.**

Board entered Executive Session at 1:55pm

Board exited executive session at 2:03 PM

Motion by David St. Germain to **approve to waive the SLLA for Keith Williams.** Seconded by H. Lanthier All in favor. **Motion passed.**

### VSBEPE Topics for 2017 – 2018

Board Discussion on meeting topics for 2017 – 2018

D. Tinney requested Executive Committee meetings to set the agenda to be scheduled on Monday's or Wednesday's.

The meeting adjourned by consensus at 2:52 p.m.

Minutes recorded and prepared by Amy Scalabrini