

Advisory Board Meeting Minutes
February 18, 2019
Northwest Career Tech, Alva
NWOSU Division of Education

In Attendance: DaLana Hawkins, Ponca City Public Schools; Amber Fitzgerald, Enid Public Schools; Karen Koehn, Northwest Career Tech; Dr. Christee Jenlink, NWOSU; Dr. Marti Young, NWOSU; Dr. Christie Riley, NWOSU; and Roxann Clark, NWOSU. Absent: Michelle McDonald, Woodward Public Schools

- Recruitment
 - High need schools: How do we meet the staffing needs of those schools?

The Advisory Board discussed how NWOSU could assist high needs schools meet staffing requirements. Definition of a high needs school was discussed. Enid Schools considering providing financial incentives for teachers working in schools considered to be high needs. Principals would select the teachers for those schools. The possibility was discussed that the new Enid Public Schools-NWOSU early childhood center project might be considered high needs. It was suggested that grant money may be available to help with incentives.

District report cards will be coming out soon and will be used to identify high needs schools. There is concern that there are not effective support systems in place at the state and district level for new teachers.

The Teach Oklahoma program at Enid and Woodward recruits high school students interested in becoming teachers. The NWOSU first year teacher mentoring program was discussed and the benefits of having university mentoring available in addition to district mentoring programs. The importance of strong educational leadership was discussed. The state level trauma training was recommended.

- Initial Level Clinical Experiences
 - Student Teaching Placement Request Form

A draft of a proposed NWOSU Student Teaching Request Form was presented to board members for review and discussion. It was suggested that the form include the requirements for mentor teachers and use an electronic submission platform. The form would allow the university to formalize communication with partner P-12 schools when placing student teachers. The form will be revised to reflect current CAEP accreditation terminology.

- Candidate Evaluation of Clinical Educators (mentor teachers)

NWOSU student teachers will complete an evaluation of mentor teachers using the same evaluation instrument used to evaluate student teachers beginning this

semester (Spring 2019). The instrument is based on the InTASC Standards, aligned with CAEP Standards, and based on Oklahoma's TLE (Teacher Leader Effectiveness)

- **Reminder – First Year Teacher Survey**
 - Assistance Needed with Teachers, Mentors, and Administrators completing the survey.

Board members asked to encourage whomever receives the first-year teacher survey from the OEQA to please complete it. The return rate has been low in the past and is important for program improvement and the CAEP accreditation process.

- **Advanced Level Programs**
 - Focus on employer satisfaction and completer satisfaction
This was an informational item in that in the future employers would be surveyed as to their satisfaction with the preparation of completers in advanced programs.

- **Mentoring Program**
Discussed under meeting staffing needs for high-need schools.

- **Status PPAT Performance Assessment**
 - Received funding to pilot

NWOSU will pilot the new certification performance test in Spring 2020. A donor has provided money to cover the expense for candidates in the pilot phase to take the exam.

- <https://www.ets.org/ppa/test-takers/teachers/about>

More information about the PPAT is available at the above website. NWOSU faculty will begin training on the new exam with a webinar on March 1st and face-to-face training in April.

There was discussion and concern over the increased price of the PPAT. It was explained that the Oklahoma General Education Test (OGET) and the Oklahoma Professional Teacher Exam (OPTE) may cease to be required in lieu of the PPAT. Current proposed legislation for alternatively certified teachers and the required certification exams was discussed.

- **Quality Assurance System**
A short presentation of NWOSU's Division of Education assessment and data collection system was presented to the board with handouts.

- **CAEP Site Visit November 10-12, 2019**

- The Advisory Board will meet with members of the site team on either Sunday, November 10th or Monday, November 11th

Board members encouraged to keep both dates open and available for the accreditation visit.

- Other

- What do we need to do better?

The board discussed that communication is critical and student recruitment for education majors. Important to plug education majors into Oklahoma education. Board members were advised the Division of Education now has a Facebook page and Twitter account as one means to facilitate communication.