



## **Lower Columbia College**

Professional Education Advisory Board, BAS-TE  
Meeting Minutes 5/7/2020

**Meeting information:** 1:00 to 3:00 p.m. via ZOOM Meetings

### **ATTENDING:**

#### **Voting members:**

Jessica Carroll, Three Rivers Christian  
Andrea Edwards, Woodland Public Schools  
Tamra Gilchrist, LCC  
Taryn Morgan, Longview School District  
Becky Richards, Kelso School District  
Jill Whitright, Longview School District  
Tim Yore  
Dan Zorn

#### **Non-voting members (representatives):**

Lynell Amundson, LCC  
Brenda Carpenter, LCC  
Karen Joiner, LCC  
Michaela Jackson, LCC  
Jeannie Nortness, Three Rivers Christian School  
Samantha Stevens, ESD 112  
Ann Williamson, LCC  
Josie Zbaeren, LCC

### **I. WELCOME**

#### **a. Meeting called to order at 1:13**

Attendees participated in opening activity “Shiny Silver Lining” sharing positive experience they’ve had during recent “Stay Home, Stay Safe” restrictions due to COVID-19 Pandemic. Several members shared how proud they are of teachers and faculty for the things they are doing to serve students and their schools during these trying times; Longview School teachers drove through neighborhoods to greet students and students would stand in yard expressing gratitude to teachers; discussion on not only students learning in a new way through online classroom but teachers are also learning new tools that can be used in the classroom; some members shared personal stories of how the Stay Home, Stay Safe restrictions are creating a strong family environment and time to be with their loved ones; teachers also praised students

for sticking with their education and committing to continued learning; some students are blooming in this online environment who struggled paying attention in a classroom environment; and teachers also shared how in some ways this situation is a gift allowing time to work one-on-one with students which was nearly impossible previously.

b. Paperwork

Michaela Jackson explained that this item on the agenda was a reference to paperwork that needs to be completed if a substitute is necessary in order for members to attend the meeting. Because the meeting was held online no substitutes were necessary and no action needed. She also indicated she would use the ZOOM participant list as the required Sign-in Roster.

c. Motivational link,

[https://mail.lowercolumbia.edu/owa/redir.aspx?C=rBdrP-1FUFRuLss9aVKmjEnHQ9WR4KX6AW4AMSNiq2FO\\_UP9sOvXCA..&URL=https%3a%2f%2fwww.youtube.com%2fwatch%3fv%3dwqap63xd-yc%26feature%3dyoutu.be](https://mail.lowercolumbia.edu/owa/redir.aspx?C=rBdrP-1FUFRuLss9aVKmjEnHQ9WR4KX6AW4AMSNiq2FO_UP9sOvXCA..&URL=https%3a%2f%2fwww.youtube.com%2fwatch%3fv%3dwqap63xd-yc%26feature%3dyoutu.be)

LCC faculty and staff put together You Tube video to support students during COVID-19 restrictions; Ann Williamson shared that even though LCC students are adults they are experiencing stress during this pandemic.

d. COVID-19 Restriction Update

a.) Application Extension

Ann told board members that the application for the next BAS-TE cohort was extended to April 17. Testing is suspended but students are able to go ahead with applications.

b.) Testing & Assessment (NES, WEST-B, edTPA)

Ann and Brenda Carpenter shared with the board that all testing through Pearson is suspended. Brenda participated in several online meetings with much of the discussions centered on the edTPA face to face requirement. Suggested remedy if that option isn't available students can submit edTPA with a note that indicates they couldn't conduct the assessment face-to-face due to the COVID-19 virus and social distancing restrictions.

Suggestions included synchronous online opportunities for teaching, teaching families, neighbors, kids and recording in order to upload with additional suggestions to find was for student candidates to participate in synchronous opportunities in case online learning continues into Fall 2020.

Michaela told the group the edTPA submission timeline for students is January – March 2021.

c.) Field Experience Modification

LCC did not approach schools to attempt to address field experience because they didn't want to add to the mentor teacher load under the current circumstances; that is being addressed in the adult classroom.

#### Pre-residency certification & fingerprinting

Michaela told board members fingerprinting isn't happening; a temporary clearance can be used for current employees. School districts have been asked to hire students under specific emergency sub certificate so they can complete WATCH application; PESB had a zoom meeting with districts to discuss this. LCC students can't participate in online learning without WATCH assessment. PESB assured Michaela that they had discussed this with districts. If board members haven't heard this information they may want to check with their human resources department as they may be the points of contact for WATCH.

#### d.) 2020 Application Update

Ann shared with the group that LCC had interest from 34 individuals; 32 applications received; 31 accepted; one didn't qualify because of not having enough college credits. The number of male candidates has increased.

Michaela said more male students are expressing interest in LCC's Introduction to Education course which is really good to see considering 92% of current teacher population are white females.

She also shared that 23 students in the current cohort are the first in their family in this level of education which really is purpose of an applied bachelor's degree.

Dan Zorn told the board he is really pleased to see the first generation demographics.

#### e.) Marketing

##### Mini Brochure/Radio spot

Michaela shared with the board that LCC's Public Relations worked hard to make sure brochures reflected underserved populations because of recommendations in previous meetings with PEAB members. A male student recorded the radio spot that is being played on two local stations.

Michaela shared, on another note, that more paraeducators are expressing interest in pursuing the BAS-TE; these are people currently working in the classroom who don't have that first year shell shock;

Ann reminded encouraged board members to let paraeducators know funding theirs available to help them complete their associate's degree.

#### f.) PESB Domain 7:

**Providers ensure that programs have adequate resources, facilities, and governance structures to enable effective administration and fiscal sustainability.**

**a. Providers ensure that programs utilize a separate administrative unit responsible for the composition and organization of the preparation program.**

- i. An officially designated administrator is responsible for the composition and organization of the preparation program.
- ii. Budgetary allocations are sufficient for the program to assure that candidates meet standards and requirements of the board.

**b. Providers ensure the program has adequate personnel to promote teaching and learning.**

- i. Workload policies allow program personnel to effectively perform their assigned responsibilities within the program.
- ii. Specific program personnel are assigned the responsibility of advising applicants for certification and endorsements and for maintaining certification records.
- iii. The program has adequate field supervisors and other support personnel.

**c. Providers ensure the program has adequate facilities and resources to promote teaching and learning.**

- i. The program has the necessary classrooms, lab space, office space, and/or other facilities.
- ii. The program has technology, library, curricular, and electronic information resources.
- iii. The facilities support faculty and candidate use of technology.

*Reference Domain 7/Section a*

Tamra Gilchrist is the fiscal dean for Early Childhood Education while Karen Joiner has oversight for the BAS-TE. Tamra told the board in reference to the budget for year one they are set to spend \$30,000 and feel positive maintaining this in the future, strategically watching travel and professional development costs and continue to assess priorities.

Will keep an eye re travel and professional development, continue to assess

*Reference Domain 7/Section b*

Ann Williamson is the faculty BAS-TE director. LCC has a part-time support person that keeps paperwork in order for certifications, endorsements and maintains certification records.

Michaela Jackson is the certification officer, collector of data and reports candidate information to OSPI. Brenda Carpenter and Ann are faculty advisors. Brenda and Michaela are field supervisors, supervising and providing oversight for eight to 10 students each during the quarter.

With the next cohort and the current cohort there will be 50 candidates in the field reflecting a need for addition of staff. Ann asked the board to consider keeping this in mind and if they know someone who would be interested in working as a field supervisor encourage them to go to the LCC web page and complete the adjunct faculty application and indicate it's for BAS-TE.

*Reference Doman 7/Section c*

Brenda told the board that LCC has a dedicated classroom with capacity for 30 students. She also shared that she was able to access classrooms in LCC's Health and Sciences Building where she taught a science course. Classrooms have projectors, document cameras, microphone, laptops and iPads. Additionally LCC's media center has a volume of technology that is being integrated into classes so candidates can learn to use these resources if classes continue to be delivered in an online environment into the 2020-2021 academic year.

Ian King, the librarian supporting the BAS degree shared with the board that the second floor of the LCC Library is being remodeled with two quiet rooms (Ann added that kids' activity tubs are available for check out if students need to bring children to campus with them.) and two classrooms that will have smartboards. Students have access to tutoring and e-learning, with a part-time tutor specifically for the BAS program. There is an academic e-book collection: Education source compete – several thousand articles and journals, ProQuest database, films on demand, and as the program continues to grow there is room for purchase of additional resources. There is a recording booth with editing/recording equipment for students and faculty use, and 52 "loaner" laptops.

**g.) Agency updates**

a. Professional Educators Standards Board (PESB)

Ann attends director portion; Michaela attends cert and data collector. They shared with the board that right now COVID-19 dominates meetings with the majority of the agenda dedicated to concerns about meeting certification needs. Certifications are governed by legislation and PESB is looking at what actions can be taken for conditional certifications.

Board members are encouraged to go the PESB web site for updates and to review its strategic plan.

b. Washington Association of Colleges for Teacher Education (WACTE)

All colleges that offer teacher pre are participants in this. The group is currently working on different criteria than what PESB is requiring – how do schools move forward once COVID-19 restrictions are lifted; every teacher preparation school has to have a partnership plan in place.

c. Baccalaureate Leadership Council (BLC)

This group is for those community colleges currently offering applied bachelor's degrees. The council is currently concentrating on students being able to move seamlessly into a BAS program; associate degrees need to feed into BAS degrees across the state. BLC is also looking at rigor of programs, i.e. are students in BAS being prepared for master's degree work.

Michaela shared that LCC is working on an additional BAS with a focus on organizational leadership and technical management. Tamra Gilchrist mentioned a focus group meeting that was conducted and the overall support for moving forward with BAS has been overwhelming.

h.) Upcoming Meeting Dates:

a. 2020-2021 Meeting Times, Dates & Standards

Thursday afternoons 1 to 3:30

Nov. 5<sup>th</sup>, 2020 Domain 5 - data and assessment systems

Feb. 4<sup>th</sup>, 2021 Domain 6 - field experience and clinical practice

May 6<sup>th</sup>, 2021 Domain 2 – knowledge and skills component

Novice practitioners may need to be squeezed into May 2021 meeting.

**Meeting adjourned 2:23 p.m.**