



**Meeting Minutes**  
**Tuesday, October 4, 2016**  
**10:00 a.m. - 3:00 p.m.**  
**NASSP Headquarters**

**1. PRESENT**

Present were: Jim Berry (NCPEA), JoAnn Bartoletti, Beverly Hutton, Joan Auchter (NASSP), Rodrick Lucero, Jerrica Thurman (AACTE), Michelle Young (UCEA), Christopher Koch, Banhi Bhattacharya, Tiffany Erickson (CAEP), Mary Dean Barringer (CCSSO) – via teleconference.

**2. Call TO ORDER**

President Jim Berry called the meeting to order at 10:15 a.m.

**3. APPROVAL OF THE AGENDA**

Jim Berry reviewed the agenda and asked if there are any additions and there were none.

**4. APPROVAL OF MINUTES**

By general consent, the minutes of the June 16, 2016 meeting in held in Reston, Virginia were reviewed. The minutes could not be adopted because a quorum of executive directors was not present and was tabled for the next meeting.

**5. REPORT OF THE PRESIDENT**

Jim Berry provided an overview and history of standards for school leadership and CAEP and SPA relationships.

**6. CAEP AND THE SPA RELATIONSHIP**

Christopher Koch stated the importance of national standards and explained that CAEP negotiates with states on how they will approach standards. States want an agreement with CAEP. He noted that everyone has to do program review and shared the three components:

1. National recognition
2. Program review with feedback
3. States have own review process and may want to customize

JoAnn Bartoletti asked if all states are involved and Chris responded that some are not. Those that do not participate have alternative providers. He stated that one of the reason states do not participate is due to cost, and he noted that CAEP has 27 agreements with states currently. Chris reported that everyone that wants to be CAEP accredited needs to be on board with all standards.

JoAnn Bartoletti noted that the adoption of PSEL standards in states is an important piece in what NPBEA could be doing.

Rod: How can this board work with CAEP to bring ed administration along so that we have some assurance about quality and excellence? What we are doing is amazing but how can we get better. How can we look at pockets of excellence and scale them up as examplars.

Jim Berry noted that he has colleagues that are not on board with standards. Bhani stated that it is up to the SPA. Does not have to be ELCC if PSEL is better represented. CAEP is providing the framework.

Michelle suggested that we could call them PSEL-Preparation and be certain it is understood that there are two different versions.

JoAnn noted that there is confusion over standards being entry level standards. Rod stated that we have not done well in defining the role of standards. Which are entry level, which are you evaluated against?, etc. We should market them definitionally.

Secondly, at this point, he asked are spas relevant, important to accreditation; valid or reliable measures? Is it worthy to scale back and focus on teacher prep and ed admin.

Spas are now required to do the same thing - same ground rules with CAEP. Spa standards make sure the research base is looked at.

Two steps of CAEP accreditation

1. Program review
2. Accreditation of self study

Chris Koch noted that not all spas do the same job, and that we need clear roles and responsibilities

Bhani reported that training has to be very solid. CAEP provides you with that platform. Content is spa responsibility.

Beverly Hutton suggested that we schedule a specific meeting to address just this issue so that everyone in this group understands the relationship between NPBEA and CAEP.

Jim suggested that we have a meeting to look at SPA process and how it fits into to NPBEA and connects with CAEP. JoAnn stated that this SPA should work with CAEP and be a model. It was suggested that the meeting be scheduled between now and the spring meeting.

Discussion on meeting place and time for the Spring meeting. it was suggested that Tampa (March 5,6) during the AACTE Conference. Suggested topics for the Spring Meeting include:

- Fiscal future
- CAEP accreditation
- SPA Update

We should have an NPBEA message board set up to exchange information.

JoAnn stated that NASSP would pay all SPA dues if other organizations were not on board with sharing dues. We would assume full responsibility for NPBEA spa. Jim will follow up to be certain SPA dues have been paid.

## **7. REPORT OF SPA COORDINATOR**

SPA Coordinator Joan Auchter reported:

- Current fall program review status: ELCC program reports to be submitted by 9/15. ELCC program team review: Oct 15-Nov 15; CAEP does tech edit; national recognition reports posted February 1<sup>st</sup>.
- What we've learned from audits: trend data – number of institutions 43-55 resubmitting each cycle. We need to do 77 reviews; 35 are initial; 22 2<sup>nd</sup> time and 20 third time.

Joan reported on onboarding as SPA coordinator activities.

Michelle reported that we have a group coming to DC on October 17-18 to get feedback from SPA board on draft standards. They take the draft standards and ask if they are measurable. If they are, can they be broken down to a rubric. The purpose is to building out the 7 materials. How to move from standards to handbook.

Beverly asked if PSEL should be updated and it was agreed that they should. She noted that any national organizations that are doing work to move PSEL 15 forward should communicate with each other to avoid duplication of efforts.

Initiative around adoption of standards. Does CCSSO have a plan? Mary Dean: the NPBEA owns the standards.

## 8. UPDATE ON NELP STANDARDS

Michelle reported that final NELP standards approval should be ready for May NPBEA meeting.

## 9. MARKETING PLAN FOR DISSEMINATING STANDARDS

Jim thanked Rod for suggesting developing a marketing plan around disseminating the standards. Rod reported that it was a good opportunity for us to leverage our marketing departments to work on this plan.

Jim reported that the group had their first call. Jerrica reported that it was a great opportunity to brainstorm with communications experts to determine the best way to market the standards. Over arching themes:

- How can we coordinate our efforts to maximize exposure of the standards through communication channels that exist in our organizations?
- Who we will target in the marketing strategy and what do we hope to achieve?
- Main objective addresses how to publicize the standards.
- How can we emphasize how NPBEA is committed to upholding these standards?

Two main goals:

- how to simplify the standards
- create awareness

Beverly stated that one of the target audiences is students.

JoAnn noted that the plan should be broken down by:

- legislative level
- state level
- local level

She also noted that NASSP can work with their state affiliates to help market the standards

Mary Dean stated that the Wallace foundation gave money to create an interactive map on their website to show states that adopted ISLLC standards. JoAnn asked if this map can be updated to reflect PSEL 2015 state adoption.

Michelle reported that a student at UVA created the interactive map and should have ownership; it makes sense that it should be owned by NPBEA. Jim Berry will follow up on the ownership of the NPBEA map with Michelle.

JoAnn noted two things going on

1. SPA and how we inform people about the SPA

## 2. Strategy around adoption of standards

JoAnn thanked Rod and Jerrica for their work on the marketing plan.

JoAnn noted the value of a coalition is for organizations not only to pay dues but come to the table with in-kind resources.

Rod proposed having a monthly meeting (virtual) and face to face NPBEA meetings become 2-day meetings.

JoAnn suggested Jim Berry send a follow up email to Chris Koch thanking him for joining us today and the discussion. Note that we look forward to future conversations around the role that the SPA has and the changes CAEP is considering.

Michelle asked if we could do an audit of current NPBEA website and JoAnn stated that NASSP can provide support for website.

## 10. CORPORATE AND TAX STATUS NPBEA

Jim reported that this is still in process. Paperwork has been filed. He noted that the EIN number is problematic and wrong. JoAnn reminded everyone that there were recommendations in June regarding a resolution to the tax status issue. JoAnn asked Jim to verify that the appropriate paperwork has been submitted to Missouri by Lisa Wright.

## 11. REQUEST FROM JASON LANGE OF BLOOMBOARD

Jim reported that Jason Lang would like NPBEA's blessing to have the NPBEA name on a product of his that is going out to principals. Beverly noted that this is not a good time to sell our name especially since we may be rebranding. The consensus appears to affirm no need to pursue this relationship. Jim will communicate this decision to Jason Lange.

## 12. REVIEW OF BYLAW CHANGES

JoAnn noted that we need to review the recommended changes and be ready to discuss at the next meeting. We need to look at the individuals that are active in the group and give consideration to them holding leadership positions on this Board or communicate to the Executive Directors the importance of NPBEA meetings.

## 13. NEW BUSINESS

- Monthly virtual meetings – same day each month. Jim will determine the schedule via doodle poll.
- March 5-6 NPBEA meeting in Tampa
- Jim reported that we now have D&O insurance thanks to JoAnn. Forrest T. Jones is the organization that holds the policy.

**ADJOURNMENT**

Meeting adjourned at 3:45 p.m.