**Teacher Certification Appeals Council**

**Meeting Minutes**

**July 28, 2016**

1. **Call to order**

Dr. Voiron called to order the regular meeting of the TCAC at 9:10 am on July 28, 2016 in 1-155 North Dakota Room.

1. **Roll Call**

The following members were present: Dr. Sheila Jackson, Dr. Louis Voiron, Mr. Rick Wentzel, Dr. Kimberly McAlister, Dr. Brooke Muntean, and Dr. Shirley Jacob. Representing the Department of Education were, Sara Strickland, Regina Poole, and Cindy Millard .

1. **Appellants in attendance**

Kim Ortiz, Lacy Hitt, Kimberly Poen, Nicole Addison, Anita Hayes, Kimberly Cooke, Susan Wilson, Kimberly Childs-May, Penny Sweat, and Pauline Soileau

1. **Actions**

Council elected Dr. Louis Voiron as Chair and Dr. Kimberly McAlister as

Co-Chair.

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1. On the motion of Dr. Jackson, seconded by Dr. Jacob, the Council granted Kim Ortiz mild/moderate: middle grades 4-8 certification based on Texas certification in Mild/Moderate 1-12 and special education teaching experience.
2. On the motion of Dr. McAlister, seconded by Dr. Jacob, the Council granted Kimberly Poen English as a Second Language (ESL) certification by substituting ESL credits completed in Texas and Texas certification in ESL.
3. On the motion of Dr. Jacob, seconded by Dr. Muntean, the Council granted Kimberly Cooke English as a Second Language (ESL) certification by substituting ESL components completed in Florida and the Florida ESL certification. Council granted a one-year renewal of her Out-of-State (OS) certificate.
4. On the motion of Dr. Jackson, seconded by Dr. Jacob, the Council granted Anita Hayes an additional one-year renewal of her Out-of-State (OS) certificate based on effective Compass ratings and experience. TCAC suggested the following PRAXIS preparation resources: Learning Express- contact local library for is resource and content exam flash cards found at Barnes and Noble Bookstore.
5. On the motion of Mr. Wentzel, seconded by Dr. Jackson, the Council granted Kimberly Childs-May an additional one-year renewal of her Out-of-State (OS) certificate based on effective Compass ratings. TCAC encouraged her to take the exam(s) she is lacking to advance to the Level certificate several times during the one-year renewal.
6. On the motion of Mr. Wentzel, seconded by Dr. Jackson, the Council granted Penny Sweat an additional one-year renewal of her Louisiana Out-of-State (OS) certificate based on effective Compass ratings. TCAC encourages her to take the exam(s) several times during the one-year renewal.
7. On the motion of Dr. Jackson, seconded by Dr. McAlister, the Council Pauline Soileau Educational Diagnostician certification based on seven years of experience as an educational diagnostician and Texas certification as an educational diagnostician.
8. On the motion of Dr. Voiron, seconded by Dr. McAlister, Lauren Blackwell was granted middle school mathematics certification based on the passing of PRAXIS principles of Learning and Teaching K-6 and 7-12 exams.
9. On the motion of Dr. Muntean, seconded by Mr. Wentzel, Robin Nichols was denied the appeal for on-line instruction certification based on additional documentation of trainings and activities submitted; not sufficient to substitute for the required course work and modules required for on-line certification. Council encouraged Ms. Nichols, if at all possible, to attend the appeals meeting. Documentation of experience and trainings must show alignment with the on-line instructor add-on requirements.
10. On the motion of Mr. Wentzel, seconded by Dr. Jacob, Susan Wilson was granted an additional one-year renewal of her Out-of-State (OS) certificate based on highly effective Compass ratings. TCAC suggested the following PRAXIS preparation resource, Learning express- contact local library or university for this resource. Also, Council encourages her to take the exam several times during the one-year renewal.
11. On the motion of Dr. Jackson, seconded by Mr. Wentzel, Nicole Addison was granted ancillary certification as a guidance counselor by substituting six years of experience as a school counselor for the practicum in a school setting, and licensure as an Licensed Professional Counselor (LPC). Once an official transcript from the University of the Southwestern verifying the completion of course EDSC 5533, Principles & Administration of School Counseling Programs is received, the certificate will be issued.
12. On the motion of Mr. Wentzel, seconded by Dr. McAlister, Lacy Hitt was granted Teacher Leader and Reading Specialist certification to be added to her Level 1 certificate. The decision to grant certification is based on four years of teaching experience, completing all course requirements, and her Doctorate degree.
13. On the motion of Dr. Mcalister, seconded by, Dr. Jackson, LaTecia Linnera-Smith’s appeal is deferred to the November 17. 2016 meeting. Council requested additional information about test preparation and attempting to pass the required PRAXIS exams since 2009. Council asked her to submit an updated cover letter, experience verification form, and verification/documentation of preparation resources and copies of PRAXIS score reports verifying attempting to pass the PRAXIS exams lacking to advance to the standard professional level certificate.
14. The next Teacher Certification Appeals Council meeting will be held November 17, 2016.
15. The meeting was adjourned at 11:00 pm.