**MEETING MINUTES**

**Professional Standards and Practices Board**

***Monday, May 20, 2019***

**Education Building**

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| ***Members Present on Monday 5/20/19:*** Babikian, D., Bedford, A., Buskirk, H., Cantaffa, D., DaBoll-Lavoie, K., Engelhardt, C., Ferguson, K., Fortin-Nossavage, A., Goatley, V., A Inserra, Lobato, K., Madden, M., Manning, D., McDonald, C., Pope, D., Reynolds, T., Romano, A., Schaefer, J., Silvestri, A., Sokol, P., Sullivan, E., Waite, E., Wiley, K.**NYSED:**, Anael Alston, Elena Bruno, John D’Agati S.J. Finnessey, Jr.**NYSUT:** Leah Lembo |
| ***Members Absent on Monday 5/20/19:*** Barrett, G., Boak, J., Malave Diaz, Y., Rosenberg, M., Vasquez, J.,  |

***Call to Order/ Welcome/ Information Items***

***12:11 p.m. -12:41 p.m.***

***Full Board Discussion:***

* *Welcome new members*
* *Review of Agenda*
* *Approved the 2019-2020 Meeting Calendar*
* *Approved March 2019 and April 2019 Minutes*

***Full Board Discussion: Small group work on Professional Learning Plan***

***12:27 p.m. – 1:30 p.m.***

* *The full Board continued reviewing sample Professional Learning Plans against the proposed new regulations.*
* *Small groups began drafting a checklist document to ensure Districts/BOCES address all required areas in the new PLP regulations.*

***Full Board Discussion: Farewell to PSPB Board members***

***1:30 p.m. – 2:00 p.m.***

* *Jay Boak (not in attendance)*
* *Kate Daboll-Lavoie*
* *Margaret Madden*
* *Yvette Malave-Diaz (not in attendance)*
* *Ellen Sullivan*
* *James Vasquez (not in attendance)*

***Higher Education and Professional Practices Subcommittee Meetings***

***2:00 p.m. – 5:00 p.m.***

* *Higher Education Subcommittee:*
	+ *The Higher Education Subcommittee discussed the following topics:*
	+ *Updates from John D’Agati, Deputy Commissioner of Higher Education*
	+ *Potential sources of data from NYSED and other groups re teacher shortages/demand areas and employment of completers*
	+ *A sub-committee reviewed Higher Education data, including a draft of the Education Trust New York data.*
	+ *A sub-committee reviewed a document on frequently asked questions about the CTLE credits and offered revision/editing suggestions.*
* *Professional Practices Subcommittee:*
	+ *The Professional Practices Subcommittee discussed the following topic:*
	+ *Reviewed 11 Part 83 cases*
	+ *Mentoring Standards*

***Full Board Discussion: Report Out***

***5:03 p.m. – 5:26 p.m.***

***Adjournment: Meeting adjourned by the co-chair at 5:26 p.m.***

***Tuesday, May 21, 2019***

**Education Building**

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| ***Members Present on Tuesday 5/21/19:*** Babikian, D., Buskirk, H., Cantaffa, D., DaBoll-Lavoie, K., Ferguson, K., Fortin-Nossavage, A., Goatley, V., Lobato, K., A. Inserra, Madden, M., Malave Diaz, Y., Manning, D., McDonald, C., Pope, D., Reynolds, T., Romano, A., Schaefer, J., Sokol, P., Sullivan, E., Vasquez, J., Waite, E., Wiley, K.**NYSED:**, Elena Bruno **NYSUT:** Leah Lembo |
| ***Members Absent on Tuesday 5/21/19:*** Barrett, G., Bedford, A., Boak, J., Engelhardt, C., Rosenberg, M., Silvestri, A., |

***Call to Order/ Welcome/ Information Items***

***8:11 a.m. – 8:17 a.m.***

***Full Board Discussion:***

* *Welcome*
* *Review of Agenda*
* *Recognition of James Vasquez’s end of PSPB term*

***Higher Education and Professional Practices Subcommittee Meetings***

***8:17 a.m. – 10:21 a.m.***

* *Higher Education Subcommittee:*
	+ *The Higher Education Subcommittee discussed the following topics:*
	+ *Continued work in sub committees:*
		- *reviewed Higher Education data, including a draft of the Education Trust New York data.*
		- *reviewed a document on frequently asked questions about the CTLE credits and offered revision/editing suggestions.*
* *Professional Practices Subcommittee:*
	+ *The Professional Practices Subcommittee discussed the following topic:*
	+ *Mentoring Standards:*
	+ *Continued work on the Mentoring Standards*

***Full Board Discussion: Full Board work on Professional Learning Plan:***

***10:24 a.m. – 11:35 a.m.***

* *The full Board completed the review and edits of the Professional Learning Plan.*
* *The Board voted to send the Professional Learning Plan document and the draft Mentoring standards document to the Deputy of Higher Education, John D’Agati.*

***Full Board Discussion: Farewell to PSPB Board members***

***11:37 a.m.***

* *Recognition of Yvette Malave-Diaz’s end of PSPB term*

***Adjournment: Meeting adjourned by the co-chair at 11:40 a.m.***