



ARKANSAS PROFESSORS OF EDUCATIONAL ADMINISTRATION
Executive Council Meeting
January 16, 2004

MEMBERS PRESENT: Mitch Holifield, Pat Bashaw, Mary Gunter, Carleton Holt, Kristi Pugh, Donna Zornes, Jack Klotz, Keith Christy. GUEST PRESENT: Angela Sewall.

President Holifield called the meeting to order at 10:15 a.m. at the Holiday Inn, Airport.

Treasurer's Report

Dr. Holt provided a written treasurer's report and membership report. The balance as of this date was \$590. The membership totaled 31 members.

By-Laws Amendment

Dr. Klotz put forth a recommendation to allow the creation of a student membership fee of \$10.

- ✓ MOTION: That the Executive Council approve on first reading a change to the By-laws to create an annual membership for students in graduate programs to be set at \$10.
- ✓ SECOND: Mr. Bashaw
- ✓ DISCUSSION: Anticipated benefit to students to include incentive for conference attendance and to provide a wider network for the students throughout the state.
 - ACTION: Passed unanimously

NOTE: Second reading to be heard at next meeting of the Executive Council expected to be March 3, 2004.

ArPEA Conference

Planning Committee Chair Klotz presented the proposed agenda. Council members are to submit to him the name of a former Master's degree candidate to serve on the Student Panel presentation. Chairman Klotz also presented a draft of the Conference Registration form. No changes were made to the form as presented. Council members should distribute the registration form to their university faculty. The February 27, 2004, deadline for registration was noted.

ADE Report

ADE representative, Kristi Pugh, discussed a perception among some beginning field administrators that the internship required for the degree program of study was sufficient for the state requirement for the employment mentor program. Members were asked to make this clarification with program candidates.

ADE representative, Kristi Pugh, announced a change to the SLLA reimbursement process in that a student must attach a W9 form to the reimbursement request when expecting the reimbursement to be made by ADE and not from the university grant provided at the outset of the test requirement. She reminded the Council members that when the SLLA reimbursement funds are depleted from the university account, students must submit the forms to her at ADE.

ADE representative, Kristi Pugh, discussed the required components of the licensure application and the fact that documentation must be provided by the university for completion of the internship and portfolio to have been completed in the new program of study. Candidates for the Standard License must also have

completed the state mentor requirement. The candidate is responsible for working with the appropriate school district(s) to have verification of number of years of teaching experience and the level of that experience. She reported that the licensure forms and W9 form are available at the ADE website. She reported that a new Initial License application is being developed.

ADE representative, Kristi Pugh, reminded Council members that there must be three members of the portfolio review committee, one of which must be an external reviewer (field administrator).

ADE representative, Kristi Pugh, proposed a joint meeting of like organizations from Arkansas, Missouri, and Kansas. The commitment was made by ADE staff to sponsor the meeting if held within the state of Arkansas. It was suggested maybe such a meeting could be arranged at the August meeting of the National Council of Professors of Educational Administration to be held in Branson, MO in early August. The content of the meeting could be for professional development and SLLA and SSA administration.

Legislative Report

Dr. Angela Sewall, Chair of the Professional Licensure Board, reviewed the circumstances in the passage and the content of HB 1055 calling for changes in educator licensure. As the legislation did pass, the deans submitted a document to influence the manner of implementation for this bill.

President Holifield distributed copies of approved SB 46 and proposed HB 1113. Discussion followed with the conclusion that individual members would work through their university channels to respond to HB 1113.

Future agenda items

1. SB 46: Monitor implementation of the Act and seek information from staff of Arkansas Leadership Academy.
2. HB 1055: Examine the Dean's compromise position as expressed by Dr. Sewall.
3. Quality Counts Report: Publicize the results of the report that indicated Arkansas ranked third in the nation for the current licensure programs.
4. Joint Meeting: Continue to explore possibilities for joint meeting with Missouri and Kansas.
5. Networking: Members are encouraged to keep the group informed about issues of common interest.

Next Meeting

The next Executive Council meeting is scheduled for a dinner meeting before the ArPEA Conference. The conference is March 4 at UCA and the Council meeting would be on March 3 with time and place to be determined.

Meeting adjourned at 1:30 p.m.
Submitted by, W. Keith Christy

ARKANSAS PROFESSORS OF EDUCATIONAL ADMINISTRATION

Executive Council Meeting

March 4, 2004

MEMBERS PRESENT: Mitch Holifield, Mary Gunter, Carleton Holt, Kristi Pugh, Donna Zornes, Jack Klotz, Johnnie Roebuck, John Jones, Keith Christy.

President Holifield called the meeting to order at 6:30.m. at the Ramada Inn, Conway

New Business

Dr. Gunter gave a report from her attendance at the Leadership Academy Partnership meeting. The Leadership Academy Board had been presented with plans to implement the Master School Principal Program (SB 46). She reported that working committees would be formed in the areas of (a) Candidate Selection Criteria, (b) Curriculum, (c) and Assessment. The Council encouraged members to participate in these committees should the opportunity arise. The Council also would encourage membership to do the following:

1. Inform superintendents and coop directors of the current programs being implemented by Institutions of Higher Education (IHE) responding to state and national curriculum requirements.
2. Inform Leadership Academy board members about the issues of concern raised by the Executive Council.
3. Encourage enactment of the Leadership Academy concept of team-building as a means of collaborative decision-making.
4. Dr. Holifield is to contact Bev Elliott and Angela Sewall to express concerns on behalf of ARPEA.
5. The ARPEA position is to be supportive, express implementation concerns, and be included in plan development.

President Holifield introduced concerns about the potential of renewed legislation similar to HB 1055 calling for amendment to the state's licensure programs. The Council expressed concern that such legislation would undermine the accomplishments of IHE to create rigorous educational leadership curricula. Drs. Roebuck and Holifield will develop a Resolution for the Executive Council expressing the intent of program coordinators to continue to honor articulation, collaborative, and cooperative efforts in recruitment, retention and training of educational leaders in Arkansas.

ARPEA Conference

Planning Committee Chair Klotz presented the agenda and plans for the ARPEA Conference to be held on March 5, 2003 at the University of Central Arkansas.

ASCD Conference

Dr. Gunter announced the Arkansas ASCD Conference to be held at the Arlington Hotel, Hot Spring, in June 2004.

ADE Report

ADE representative, Kristi Pugh, reported on the progress for a joint meeting of the Missouri association to be held at the UCEA meeting in Branson in early August. Kristi is to make these arrangements.

Krsiti also reported that the ETS published inaccurate information about the SSA registration. The deadline date for testing registration is April 17.

President Holifield adjourned the meeting at 9:05 p.m.

Submitted by, W. Keith Christy

ARKANSAS PROFESSORS OF EDUCATIONAL ADMINISTRATION
Executive Council Meeting
July 11, 2004

MEMBERS PRESENT: Mitch Holifield, Mary Gunter, Carleton Holt, Jack Klotz, Shelley Albritton, Mack Hines, Pat Bashaw, Matthew Capps, Keith Christy.

President Holifield called the meeting to order at 7:10 p.m. at the Wyndham Hotel, Little Rock, AR.

Dr. Holt provided financial statements for March 3, 2004, and July 7, 2004. The balance as of March 3, 2004, was \$1,373.50 and on July 7, 2004, was \$1,554.20.

Dr. Klotz reported on the success of the Spring 2004 Conference. Conference evaluations were very positive.

By-Laws Amendment

Dr. Holifield returned to the agenda the second reading for the recommendation to allow the creation of a student membership fee of \$10.

- ✓ MOTION: By Dr. Klotz that the Executive Council approve on second reading a change to the By-laws to create an annual membership for students in graduate programs to be set at \$10.
- ✓ SECOND: Dr. Christy
 - ACTION: Passed unanimously

NOTE: By-laws change must be approved at meeting of the whole at the Fall Conference. The motion is to be submitted to the full membership at least 30 days prior to the membership meeting. A ballot must be prepared for the presentation of the motion.

Fall Conference Meeting 2004

The Fall Conference will be held in conjunction with the AAEA meeting. The meeting agenda is to contain association business. Included would be the By-laws amendment and to solicit suggestions for the ARPEA Spring Conference 2005. Dr. Gunter will contact Dr. Noggle for arranging a meeting room.

ARPEA Conference 2005

Dr. Roebuck previously invited the Spring 2005 Conference to be held at Henderson State University, Arkadelphia.

New Business

Dr. Holifield requested discussion on the acceptance of web-based courses for transfer to the university program of study. The consensus was that credit from nationally accredited institutions should be acceptable for transfer.

Dr. Holifield inquired about the current standing of the assistant principal license. Consensus was that this licensure no longer is legitimate. Dr. Gunter will address this at the Licensure Board.

Dr. Holifield requested an update of the APSCAM and Cimmaron software being available in preparation programs. On behalf of ARPEA, he had sent a letter of inquiry to state officials in March and had received no response to the letter. Consensus was that each institution should work with the local Coop for training.

Dr. Holifield queried the group about the application of the ten staff development days that teachers are to have each year. The concern was that many districts are using these days to have teachers attend classes

during the summer and thus, miss university classes. Consensus was that each university deal with the issue individually.

Dr. Holifield declared the meeting adjourned at 8:15: p.m.

Submitted by, W. Keith Christy