

Bill Walker, Governor

**Alaska State Professional Teaching Practices Commission**  
550 W. 7<sup>th</sup> Avenue, Suite 1240  
Anchorage, Alaska 99501  
**APPROVED MINUTES**

October 3-4, 2017

**Call to Order** – Chair Melody Mann called the meeting to order at 10:05 AM on Tuesday, October 3, 2017.

**Members Present:** Chair Melody Mann, Vice Chair Maureen van Wagner, Paul Prussing, David Legg, David Piazza, Kent Runion, Diane Kardash, Francie Roberts (telephonically), and James A. Seitz, Executive Director. Since 8 members were in attendance, there was a quorum.

**Members Absent:** David DeVaughn

**Agenda Approval** – Maureen van Wagner moved and David Piazza seconded to approve the agenda as presented. The agenda was unanimously approved.

**Public Comment** – Robb Donohue-Boyer introduced himself as a forty-year educator in Alaska. Speaking as an educator, Mr. Boyer wanted to thank the commission for their service and work to the education community. Specifically he wanted to say thank you to Jim Seitz before he retires.

**Executive Session** – A motion was made by Maureen van Wagner and seconded by Kent Runion to move into Executive Session as permitted by AS 44.62.310(b) for purposes of discussing the cases as listed. The motion passed unanimously. The Commission moved into executive session at 10:15 A.M.

**AS 44.62.310(b)** If permitted subjects are to be discussed at a meeting in executive session, the meeting must first be convened as a public meeting and the question of holding an executive session to discuss matters that are listed in (c) of this section shall be determined by a majority vote of the governmental body. The motion to convene in executive session must clearly and with specificity describe the subject of the proposed executive session without defeating the purpose of addressing the subject in private. Subjects may not be considered at the executive session except those mentioned in the motion calling for the executive session unless auxiliary to the main question. Action may not be taken at an executive session, except to give direction to an attorney or labor negotiator regarding the handling of a specific legal matter or pending labor negotiations.

A motion was made by Maureen van Wagner and was seconded by Diane Kardash to move out of Executive Session at 12:55 PM. The motion passed unanimously.

**Training** – Administrative Law Judge, Mr. Chris Kennedy, introduced himself to the commission. He led a discussion regarding how the Office of Administrative Hearings (OAH) interacts with the Commission. Judge Kennedy described several ways other state boards utilize the services of his office. He then proceeded to describe, in depth, the procedure the PTPC utilizes for a hearing – complaint, not arriving at a Stipulated Agreement, a hearing with executive director serving as “prosecutor” (that role carried out by AAG Erin Egan from the

Dept. of Law), and the PTPC Board arriving at a verdict. Judge Kennedy also discussed possible conflict of interest of commissioners. ALJ Cheryl Mandala also participated in the discussion.

Francie Roberts left the meeting at 2:20 PM. Diane Kardash began duties as Secretary. The PTPC took a break. At 2:26 Chair Mann called the group back into session.

**DEED Report** – Sondra Meredith was not available due to Alaska’s Challenge meetings.

**Approval of Minutes** – It was moved by Maureen van Wagner and seconded by David Piazza to approve the April 24, 2017 meeting minutes as presented. The motion passed unanimously.

### **Executive Director’s Reports**

- a. Annual Report – Executive Director Seitz shared his annual report. He had asked Ms. Parady (executive director of Alaska Council of School Administrators) to distribute the report to school superintendents. He also placed it in the Friday DEED newsletter. David Piazza shared he has not seen it yet. Melody did see the annual report in the DEED newsletter.
- b. Financial Report – This was included in the annual report.
- c. Case Report – The board was provided a summary of cases the PTPC office investigated and closed since the last meeting.
- d. Activity Report – Executive Director Seitz orally provided the commissioners with a summary of his activities since the last meeting.

### **Action Item**

**a. Executive Director Search** – Jim Seitz has announced his intention to retire June 1, 2018. He presented the PTPC with a timeline for hiring the new executive director and other documents needed to replace the Executive Director. Discussion followed. Commissioners agreed to keep the position in Anchorage but reconsider if the candidate pool is not as hoped for. Suggestions were made to eliminate and then consolidate some of the items listed under “Desired knowledge, skills, abilities, and experience.” Jim will take that revised list and work it into the Recruitment Notice and the Screening Document. Commissioners Maureen van Wagner, David Piazza, Kent Runion volunteered to be on the screening committee along with the Executive Director. All Commissioners will be involved in the actual interviews in January. General consensus was reached on the process for the Executive Director to follow in order to move the process forward to hire an executive director following the timeline that was presented.

**Adjournment** - Chair Mann closed the PTPC meeting for October 3<sup>rd</sup>, 2017 at 3:45 PM. Diane Kardash ceased acting as Secretary.

October 4, 2017

**Call to Order** - Chair Melody Mann reconvened the PTPC meeting at 8:38 AM October 4, 2017. All members from yesterday were present, including Francie Roberts (via phone). David DeVaughn was not present.

**Executive Session** – A motion was made by David Piazza and seconded by Diane Kardash to move into Executive Session as permitted by AS 44.62.310(b) for purposes of discussing the cases as listed. The motion passed unanimously. The Commission moved into executive session at 8:40 A.M.

**AS 44.62.310(b)** If permitted subjects are to be discussed at a meeting in executive session, the meeting must first be convened as a public meeting and the question of holding an executive session to discuss matters that are listed in (c) of this section shall be determined by a majority vote of the governmental body. The motion to convene in executive session must clearly and with specificity describe the subject of the proposed executive session without defeating the purpose of addressing the subject in private. Subjects may not be considered at the executive session except those mentioned in the motion calling for the executive session unless auxiliary to the main question. Action may not be taken at an executive session, except to give direction to an attorney or labor negotiator regarding the handling of a specific legal matter or pending labor negotiations.

A motion was made by Maureen van Wagner and was seconded by Diane Kardash to move out of Executive Session at time 10:31 AM. The motion passed unanimously. The PTPC took a break and went back on record at 10:39 AM.

### **Action Items**

#### **a. PTPC Cases**

PTPC Case No. 17-13: The commission accepted the Stipulated Agreement issuing a **warning** to an educator, who currently holds a professional teaching certificate.

Moved: Diane Kardash      Seconded: Paul Prussing

### **AYE**

- David Piazza
- Paul Prussing
- Maureen van Wagner
- Melody Mann
- Frances Roberts
- Kent Runion
- Diane Kardash
- David Legg

### **NAY**

Motion Passed Unanimously

PTPC Case No. 17-32: The commission accepted the Stipulated Agreement issuing a **warning** to an educator, who currently holds a professional teaching certificate.

Moved: David Piazza      Seconded: David Legg

### **AYE**

- David Piazza
- Paul Prussing
- Maureen van Wagner
- Melody Mann
- Frances Roberts
- Kent Runion

- Diane Kardash
- David Legg

**NAY**

Motion Passed Unanimously

PTPC Case No.17-39: The commission accepted the Stipulated Agreement issuing a **warning** to an educator, who currently holds a professional teaching certificate.

Moved: Kent Runion            Seconded: Paul Prussing

**AYE**

- David Piazza
- Frances Roberts
- Paul Prussing
- Maureen van Wagner
- Melody Mann
- Kent Runion
- Dianne Kardash
- David Legg

**NAY**

Motion Passed Unanimously

PTPC Case No.18-05: Commission moved to **not accept** Stipulated Agreement 18-05 and instead a **reprimand** be issued to **Diane Hagedorn**.

Moved: Diane Kardash    Seconded: Maureen van Wagner

**AYE**

- David Piazza
- Frances Roberts
- Paul Prussing
- Melody Mann
- Kent Runion
- Dianne Kardash
- David Legg
- Maureen van Wagner

**NAY**

Motion Passed Unanimously

PTPC Case No.18-10: Commission accepted the Stipulated Agreement ordering a **one year suspension** of the teaching certificate of **Laura Weston** effective August 7, 2017.

Moved: David Legg    Seconded: Maureen van Wagner

**AYE**

- David Piazza
- Frances Roberts
- Paul Prussing
- Maureen van Wagner
- Melody Mann
- Kent Runion
- Dianne Kardash
- David Legg

**NAY**

Motion Passed Unanimously

PTPC Case No.17-07: Commission accepted the Decision and Order issuing a **reprimand** to **John Mark Hammonds**.

Moved: Diane Kardash      Seconded: Kent Runion

**AYE**

- David Piazza
- Frances Roberts
- Paul Prussing
- Maureen van Wagner
- Melody Mann
- Kent Runion
- Dianne Kardash
- David Legg

**NAY**

Motion Passed Unanimously

PTPC Case No.18-04: The commission **upheld** PTPC staff's decision to **deny** the issuance of a certificate to **Sonny L. Shields** for a period of **one year** effective **August 7, 2017**. The commission requires Sonny L. Shields to complete the following conditions before reapplication: 1) written documentation from a licensed mental health professional stating Sonny L. Shields is deemed competent to be with students; and 2) he completes a course on professional ethics for educators.

Moved: Francie Roberts      Seconded: David Piazza

**AYE**

- David Piazza
- Frances Roberts
- Paul Prussing
- Melody Mann
- Kent Runion
- Dianne Kardash
- David Legg

## NAY

- Maureen van Wagner

### Motion Passed 7-1

- b. Code of Ethics Revisions** – Director Seitz reported 10 of the 13 proposed changes to the Ethics Code have been accepted by the state regulation attorneys, have been signed off by the Lt. Governor, and will be incorporated in the Code of Ethics. Items 2, 9 and 12 were rejected and the PTPC can decide whether to rewrite the rejected items. Director Seitz has proposed some alternatives. The PTPC discussed the three proposals that were presented.

Maureen van Wagner moved and David Piazza seconded that the Commission approve the wording of the three revisions of the Code of Ethics and direct the Executive Director to start the process to open this up for 30 days of public comment. Motion passed unanimously.

- c. Renewal of PEBSA Membership** – Last year the PTPC spent \$400 for Professional Educator Standards Board Association (PESBA) dues, as it was a partial year. This year PTPC must pay for a full year membership. The PESBA keeps PTPC informed of national issues. The PTPC felt this organization had valuable information for the commission and its employees. Dave Piazza stated he viewed the approval last year as recurring item in the budget each year and therefore does not need to be voted on each year. The other Commission members agreed.

### Discussion Items

- a. Commissioner David Legg now an assistant principal and not a “full” principal. He asked that the Commission discuss this and determine if it was still appropriate that he continue to serve as the principal representative. Commissioners agreed that he still represented principals and since he has not changed to a different employee classification (e.g. teacher, superintendent, etc.) it was still acceptable for him to serve on the Commission.

Dave Piazza asked about his seat on the Commission as the superintendent representative since he will be retiring as SWRSD superintendent at the end of this school year. Commissioners agreed that he should continue to serve and that they would take another look at this later when his plans for 2018-19 are determined.

### Information Items

- The Executive Director plans to retire June 1, 2018.
- Terms of Commissioners - Diane Kardash, David Legg and Kent Runion’s terms expire March 1, 2018. The Executive Director will seek nominations for appointment for a full 3-year term for Diane and Kent and reappointment for David Legg. All three expressed a desire to continue to serve on the Commission.
- Possible visit of the NEA Alaska President at the January meeting.
- Status of pending changes to Code of Ethics. Approved changes are in effect as of late September 2017. The Executive Director will prepare new documents with those changes and distribute them widely to all stakeholders.

- e. Upcoming meetings – **January 29-31 (and possibly February 1, 2018);** and then **April 26–27, 2018.**
- f. Travel reimbursements – send to Kathy Gutschmidt in DEED. Prepaid envelopes are provided in the Commissioners’ binders.

**Adjournment** - Maureen van Wagner moved and Diane Kardash seconded to adjourn the meeting. The motion was approved. Melody Mann adjourned the meeting at 11:51 AM.

Submitted by,

Francie Roberts

Diane Kardash