

**Commission on Teacher and Administrator Education, Certification  
And Licensure and Development  
Woolfolk Building  
Room 145  
10:00 a.m.  
November 6, 2015**

**Members Attending:**

|                    |              |             |                |
|--------------------|--------------|-------------|----------------|
| Shannon Doughty    | Kelly Fuller | Kenny Goza  | Pamela Manners |
| Debra Mays-Jackson | Cindy Melton | Liz Michael | Doris Perkins  |

**Members Attending via Teleconference:**

|                          |                         |                           |
|--------------------------|-------------------------|---------------------------|
| Rilla Jones (Booneville) | Brian Pearse (Gulfport) | Susan McClelland (Oxford) |
|--------------------------|-------------------------|---------------------------|

**Member(s) Absent:**

|                  |                 |                  |
|------------------|-----------------|------------------|
| Robin Herrington | Cylesha Hopkins | Marilyn McMillan |
|------------------|-----------------|------------------|

**MDE Personnel Attending at MDE:**

|              |  |                |
|--------------|--|----------------|
| Cerissa Neal | Crystal Womack                                 | Mike Mulvihill |
| Tonya Gipson | Erin Meyer, Special Assistant Attorney General |                |

The members of the Commission on Teacher and Administrator Education, Certification and Licensure and Development met at 10:00 a.m. on Friday, November 6, 2015, pursuant to Section 25-41-5 of the Mississippi Code for the general bimonthly meeting. The location of the meeting available to the public was the Woolfolk Building room 145.

**I. Call to Order**

The meeting was called to order by Dr. Cindy Melton.

**II. Establishment of a Quorum**

Dr. Cerissa Neal and Dr. Cindy Melton motioned to take a roll call. All commission members who were present were required to answer when name is called and the location.

**III. Adoption of Agenda**

Dr. Cindy Melton motioned for the Commission to take a look at the minutes for September 3, 2015 and September 10, 2015 and make an amendment for the adoption of the minutes.

Kenny Goza made the following motion: adopt the agenda for November 6, 2015, Certification Commission meeting. The motion was seconded by Doris Perkins and unanimously approved. The votes were as follows:

|               |                  |
|---------------|------------------|
| Doughty - Yes | Fuller -Yes      |
| Goza - Yes    | Jones - Yes      |
| Manners - Yes | Jackson - Yes    |
| Melton - Yes  | Michael - Yes    |
| Perkins - Yes | McClelland - Yes |

**IV. Information/Action Items:**

Dr. Cindy Melton motioned for the next following item to be presented by the Career and Technical Education Office. The floor was handed over to Mike Mulvihill present the following items for discussion and/or approval to the Commission:

1. Discussion and/or Approval of the Career and Technical Education Office for the approval of the Career and Technical Education Educator Certification Requirements:

A. Discussion and/or Approval from Office of Secondary Education to modify Career and Technical Education endorsement codes for Career Pathway:

- 913 Career Pathway: Energy Technology
- 914 Career Pathway: Forestry
- 925 Career Pathway: Food Products (Meats)
- 953 Career Pathway: Lodging, Hospitality, and Tourism Management
- 958 Career Pathway: Television Broadcasting and Production
- 959 Career Pathway: Cosmetology
- 961 Career Pathway: Health Sciences and Healthcare and Clinical Services
- 962 Career Pathway: Sports Medicine
- 963 Career Pathway: Dental Assisting
- 966 Career Pathway: Automotive Service Technician
- 967 Career Pathway: Collision Repair Technician
- 968 Career Pathway: Diesel Service Technician
- 969 Career Pathway: Precision Machining
- 972 Career Pathway: Culinary Arts
- 975 Career Pathway: Welding
- 976 Career Pathway: Metal Fabrication
- 977 Career Pathway: Carpentry
- 978 Career Pathway: Electrical

- 979 Career Pathway: Masonry
- 980 Career Pathway: Plumbing
- 985 Career Pathway: Engineering
- 986 Career Pathway: Architecture and Drafting
- 987 Career Pathway: Digital Media Technology
- 988 Career Pathway: Simulation and Animation Design and Development
- 989 Career Pathway: Polymer Science
- 993 Career Pathway: Agriculture Power and Machinery

The exception statement will exclude educators that have completed a traditional education program or academic alternate route program from having to complete our CTE alternate route program (VIP – Vocational Instructor Preparation).

B. Approval to the following CTE endorsement codes to include Principles of Learning and Teaching and/or Praxis II for the following endorsements:

- 302 Agriculture
- 948 Career Pathway: Family and Consumer Science (non – education)
- 949 Career Pathway: Family and Consumer Science (education)

C. Approval to add additional occupational competency assessments for the following endorsement codes:

- 954 Career Pathway: Information Technology
- 959 Career Pathway: Cosmetology
- 966 Career Pathway: Automotive Service Technician

D. Approval to make changes to CTE endorsement codes to add a statement that allows an educator three years to complete all requirements to both of these endorsements. Also, add completion of a COOL course as a requirement for a five year Secondary Special Populations Personnel endorsement for the following endorsements:

- 309 Secondary Special Populations Personnel
- 314 Career and Technical Education Counselor

E. Approval to begin the Administrative Procedure Act process: To establish CTE endorsement codes for the following endorsements:

- 918 Career Pathway: Furniture Design & Manufacturing
- 919 Career Pathway: Heavy Equipment Operation

F. Approval to add Special Notes and a Definitions section to the front of our CTE Guidelines Book

Mike Mulvihill presented the Career and Technical Education items to the commission members.

Kenny Goza made the following motion for the approval for the modification of the Career and Technical Education endorsement codes for Career Pathway. The motion was seconded by Doris Perkins and unanimously approved. The votes were as follows:

|               |                  |
|---------------|------------------|
| Doughty - Yes | Fuller -Yes      |
| Goza - Yes    | Jones - Yes      |
| Manners - Yes | Jackson - Yes    |
| Melton - Yes  | Michael - Yes    |
| Perkins - Yes | McClelland - Yes |

2. Approval of Ratification of Voluntary Surrender(s):

Cerissa Neal presented the item on November 6, 2015 in the Commission Meeting. Dr. Neal stated there are 10 voluntary surrenders to be presented. In addition, at least 150 cases to review by the Mississippi Department of Education. Dr. Neal requested to ratify the cases to invalidate their licenses which will be expired for one year. At that time those educators may appeal for reinstatement.

Doris Perkins made the following motion to ratify the voluntary surrenders accepted by the Office of Educator Misconduct. The motion was seconded by Liz Michael and unanimously approved. The votes were as follows:

|               |                  |
|---------------|------------------|
| Doughty - Yes | Fuller -Yes      |
| Goza - Yes    | Jones - Yes      |
| Manners - Yes | Jackson - Yes    |
| Melton - Yes  | Michael - Yes    |
| Perkins - Yes | McClelland - Yes |

**Information Items:**

1. Other Business

Dr. Cerissa Neal mentioned to the Licensure Commission additional items for the Licensure Commission members to be aware. Dr. Neal discussed potential dates for the Licensure Commission retreat for December 10, 2015 and December 11, 2015. She also mentioned Dr. Pam

Felder will collaborating for Dr. Cindy Melton on additional dates and information that may be needed for preparation of the retreat. Potential speakers have been noted as Jim Hood from the Attorney General Office and ETS team speaking about the new ProEthica.

As a result a motion made by Pamela Manners and seconded by Liz Michael and unanimously approved. The votes were as follows:

|               |                  |
|---------------|------------------|
| Doughty - Yes | Fuller -Yes      |
| Goza - Yes    | Jones - Yes      |
| Manners - Yes | Jackson - Yes    |
| Melton - Yes  | Michael - Yes    |
| Perkins - Yes | McClelland - Yes |

b. **Adjourn**

On a motion made by Kenny Goza and seconded by Doris Perkins, the meeting was adjourned. The votes were as follows:

|               |                  |
|---------------|------------------|
| Doughty - Yes | Fuller -Yes      |
| Goza - Yes    | Jones - Yes      |
| Manners - Yes | Jackson - Yes    |
| Melton - Yes  | Michael - Yes    |
| Perkins - Yes | McClelland - Yes |

**Approved:**

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Cindy Melton, Chair

Commission on Teacher and Administrator  
Education, Certification and Licensure and  
Development

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Albert Carter, Executive Secretary

Commission on Teacher and Administrator  
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