The meeting was called to order at 3:35 pm.

1. New members welcome and introductions (Annie Racicot, Chair)
The newest PEAB members were introduced: Steve Morse who is the Director of Teaching and Learning for the Bellingham School District and Krista Skewis who is a middle school teacher at Horizon Middle School for the Ferndale School District.

2. Election of a new Board President
Annie volunteered to serve as board president for the 2013-14 year. It was motioned, seconded and unanimously approved that Annie Hoelzle serve as board president this year.

3. Approval of minutes from 5/21/13 meeting
It was motioned and seconded that the PEAB approve the May 21, 2013 meeting minutes. They were unanimously approved.

4. Announcements from PEAB members
Annie mentioned that the phone interview with PEAB board went well. Patti just passed her National Boards. Diana mentioned that there are positions open for counselors in Whatcom County.

5. Updates from Woodring (Karen Dade)
Karen congratulated the counseling program, Dana Edward and Diana Gruman for completing a review this summer. The School Counseling PEAB report was excellent. Lucy Lewis and Diana Gruman recently joined the Equity and Diversity Committee. This committee looks at hiring underrepresented groups of faculty and staff. Karen was impressed with school counseling students being assessed on cultural competency.

6. Program News: (Diana)
   a. Residency: Employment status of recent graduates and description of new cohort
Lucy Lewis is the new hire in counseling program. She comes with recent training in counselor education and is teaching a techniques class as well as practicum. Of the recent School Counseling graduates, three of the six were hired right away. One will be taking a counseling position next year and two are currently employed locally. The new cohort is all women. The faculty met to review progress of each student. This year a letter will be sent quarterly to monitor academic, professional and personal progress.
b. Professional: Status of current Pro Cert candidates, Results of Program Site Visit and Change in Panel Presentation

A review of WWU’s Professional Certification program happened late September. We had a wonderful review. One recommendation was for PEAB to look at aggregated data. Gonzaga and WWU are the current programs offering professional certification at this time. Washington state has a built in stipend for national board certified people. The state also requires that by your sixth or seventh year you need to have your pro certification or national board certification. Administrators are proposing a change in the WAC to include school counselors. The change involves eliminating the high stake panel. The panel will be changed to a forum. This is good news! Discussion continued on whether or not the panel feedback will still count? Less stress will be placed on a pass or fail verdict but discussion will still be valuable in the forum environment.

c. CACREP Accreditation time-line

Rob Bedi spoke about our CACREP accreditation renewal. He will submit a self-study report of our program by the end of June 2014 which will account for the last eight years. Rob did mention that we are well beyond the standards. There has been a review of syllabi and program directors have made sure that all of the standards are addressed throughout required courses. We will need to have measurable outcomes for each of the standards. A comprehensive report (1000 pages) will be written winter quarter. Earlier this fall a consultant came to help our faculty prepare for the review during which faculty was able to submit and receive feedback. Our residency program will be evaluated spring 2015. We are confident of our outstanding counseling programs.

7. PEAB Recommendation Follow up: Residency Program --Teacher Observation Assignment (Diana)

The board recommended we include language in the counseling manual and include more content about classroom management, behavior management in courses. A question about this topic will be added to our exit interview. We will find out in the spring how well it went. Patti suggested that we have students observe teachers and discuss with their supervisor later. It was mentioned that we want students to make connections with teachers before observing. Steve suggested watching videos on the TPEP site. The SIAP site is for ESL and is a good source for videos. Patti suggested sharing videos from national board teaching videos. She and Toby may be able to share. Nooksack may be a pilot program. Annie spoke about matching students with teachers: attach her to AVID program. This is a good way to establish an authentic connection. There are often good matches with Special Ed classrooms.

8. Standards Review: Five-Year Schedule and Standard I

The School Counseling PEAB meets four times a year. We are actively seeking a principal for our board. Patti suggested to include supervisor/counselor evaluations as part of the standard review. Look at some of the things they are doing in their internship…surveys, data collection, portfolios. Second year students should look into including data about how interns are impacting student learning. Diana mentioned that interns are coming in for their exit surveys, we could have them bring something to share – how they impacted student learning. Change wording to show more of a results report. It is important because this will be included on future job interviews. The board will make recommendations for February meeting.

9. Program Data Review

a. Residency: End of Program Surveys 2013

Diana highlighted areas of improvement and looking at trends over time. We have seen a trend on wanting more teacher management. Human growth and development was an area to review. Students are not pleased with this class which is offered at the end of spring 2nd year. This class has been moved to the first year, second quarter. Looking at crisis/trauma content as this was a low area. Steve mentioned that the state is mandating a crisis course requirement every 3-5 years. ESD Mobile Response Team is
available. Suicide Prevention Group meets every third Thursday night at Bellingham High School.

b. Professional: End of Program Surveys 2013

We can compare these results with this year (May)

10. Meeting Dates for 2013-14
   2nd Meeting: Tuesday, February 4th
   3rd Meeting: Tuesday, April 15th (Student Interviews)
   4th Meeting: Tuesday, May 13th

11. New Business

12. Board Assessment of Data Review (please leave rating slips on the way out)
All five voting members present at today’s meeting rated a “5” on satisfaction of data reviewed.

Items distributed at meeting:

- Minutes of 5/21/13 meeting
- Schedule for Standards Review
- End of Program Survey Results

Meeting adjourned at 5:08

SUMMARY OF THE PEAB RECOMMENDATION(S) FOR THIS MEETING:

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Topic</th>
<th>Board Discussion &amp; Recommendation(s)</th>
<th>Formal Y/N?</th>
<th>Requested Program Response &amp; Time-Line</th>
</tr>
</thead>
<tbody>
<tr>
<td>RESIDENCY EXAMPLE: xx/xx/xx</td>
<td>SC and Classroom Management Experience</td>
<td>The recent graduate survey continued the trend of students reporting that they would like to have more exposure to models and practices of classroom management. Given the increasing role of the SC in classroom guidance, this is a clear concern. The PEAB recommends more course content and experiential learning be added related to classroom teaching and management.</td>
<td>Yes</td>
<td>1) Add content on Best Practices in Class Mngt (by May 2014) 2) Include a teaching observation, evaluation, and reflection in internship (Pilot in 2014; Add to internship requirements for 2013-14).</td>
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<tr>
<td>PRO CERT EXAMPLE: xx/xx/xx</td>
<td></td>
<td>In the interview with recent Pro Cert completers, candidates said they wished they had had more contact with their cohort members off campus. The recent completers were using the old course platform which did not have discussion tools available. The PEAB discussed how to encourage cohort connections using the new Canvas discussion boards or other tools in the new course platform.</td>
<td>No</td>
<td>1) The Program will encourage the current candidates to stay connected during their Pro Cert year within the Canvas platform (Report back on progress in February and May PEAB meetings). 2) The PEAB will continue to ask candidates about the adequacy of cohort support in their exit interviews.</td>
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