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Professional Educator Licensing and Standards Board

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<https://www.mn.gov/pelsb>

AT A GLANCE

Oversight of teacher standards, licensure renewals, and ethics for more than 120,000 licensed educators in the State, over 62,000 of whom are actively teaching in Minnesota classrooms.

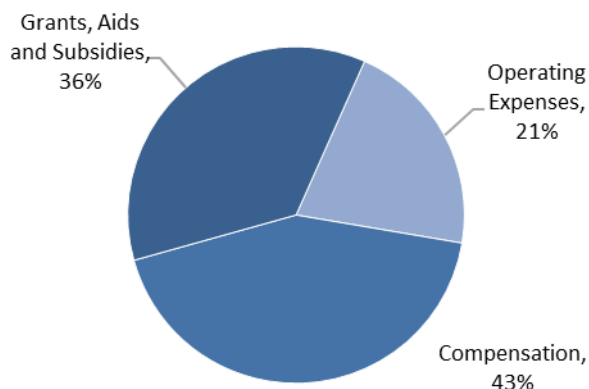
- Oversight and daily support for 34 teacher preparation program providers
- 6-8 onsite reviews of Minnesota institutions of higher education teacher preparation programs conducted annually
- Ongoing Program Review of over 400 licensure area programs annually
- Over 200 teacher conduct investigations reviewed annually
- Issuance and renewal of over 30,000 educator licenses annually

PURPOSE

The Professional Educator Licensing and Standards Board's (PELSB) primary mission is to assure that Minnesota students are served by licensed teachers who are equipped to deliver effective instruction and meet the instructional needs of all learners. PELSB is an independent board, with members appointed by the Governor and confirmed by the Senate. The agency provides leadership in teacher education, establishes and maintains licensure standards and renewal requirements, approves teacher preparation providers and licensure programs, and establishes and enforces the Code of Ethics for Minnesota teachers.

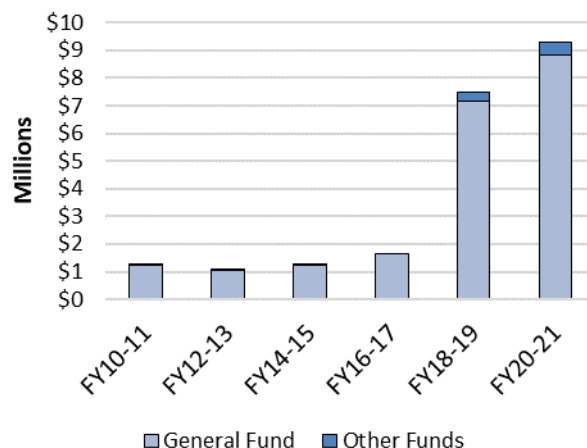
BUDGET

**Spending by Category
FY 2021 Actual**



Source: Budget Planning & Analysis System (BPAS)

Historical Spending



Source: Consolidated Fund Statement

The majority of the board's funding is spent to retain 23 FTE positions to conduct the oversight of teacher preparation, teacher assessments, teacher conduct investigation and action, and to issue and renew educator licenses and permissions, including a licensure via portfolio process. PELSB receives an annual appropriation from the legislature, and a special appropriation for licensure via portfolio expenses. All licensing fees for teachers other than those pursuing licensure by portfolio are paid to the general fund. Operating expenses include reimbursement of mileage and per diem for Board members as well as support for staff administrative and travel fees.

STRATEGIES

PELSB has provided leadership in teacher education by establishing and maintaining licensure rules, policies and standards for the profession, as well as oversight for the approval of institutions and their licensure programs to prepare Minnesota teachers. The Board conducts investigations into teacher conduct, enforcing the established Code of Ethics for Minnesota teachers.

RESULTS

PELSB inherited multiple tasks by the combination of the Board of Teaching and Educator Licensing. PELSB became a new independent board on January 1, 2018. This new board will need to review all rules under the Board of Teaching and continue to work with the legislature to align rule with statute. A summary of work accomplished in the previous fiscal year includes:

<i>School Year</i>	<i>2021-2022</i>	<i>Details</i>
Preparation Providers Reviewed	7	34 providers, including traditional, alternative pathway, transfer pathway providers
Preparation Programs Reviewed	420	848 licensure programs
Permissions Granted	3,500	(unduplicated)
Licenses Issued	7,000	(unduplicated)
Licenses Renewed	19000	(unduplicated)
Ethics Cases Reviewed	260	Traditionally between 200-300 cases open each year. 71 cases had board action.
Portfolio Cohort	30	Worked with non-profit organizations and teacher preparation programs to support 30 individuals through the licensure via portfolio process.

The current authority and responsibilities of the Professional Educator Licensing and Standards Board are delineated primarily in Minnesota Statutes §122A.05 – §122A.09, §122A.18, §214, and Minnesota Rules, Chapters 8700, 8705 and 8710.

(Dollars in Thousands)

	Actual	Actual	Actual	Estimate	Forecast Base		Governor's Recommendation	
	FY20	FY21	FY22	FY23	FY24	FY25	FY24	FY25
<u>Expenditures by Fund</u>								
1000 - General	4,345	4,481	5,728	8,403	7,085	7,085	7,650	7,807
2000 - Restrict Misc Special Revenue	242	231	274	297	220	220	220	220
3015 - ARP-State Fiscal Recovery			11	133				
Total	4,587	4,712	6,013	8,833	7,305	7,305	7,870	8,027
Biennial Change				5,547		(236)		1,051
Biennial % Change				60		(2)		7
Governor's Change from Base								1,287
Governor's % Change from Base								9

Expenditures by Program

Prof Educator Licensing Std Bd	4,587	4,712	6,013	8,833	7,305	7,305	7,870	8,027
Total	4,587	4,712	6,013	8,833	7,305	7,305	7,870	8,027

Expenditures by Category

Compensation	1,997	2,033	2,110	2,338	2,170	2,202	2,735	2,924
Operating Expenses	808	993	1,052	1,341	1,014	982	1,014	982
Grants, Aids and Subsidies	1,779	1,683	2,851	5,152	4,119	4,119	4,119	4,119
Capital Outlay-Real Property	1			1	1	1	1	1
Other Financial Transaction	2	4	0	1	1	1	1	1
Total	4,587	4,712	6,013	8,833	7,305	7,305	7,870	8,027

Full-Time Equivalents

21.57	21.00	21.70	22.60	20.60	20.60	24.60	24.60
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(Dollars in Thousands)

	Actual	Actual	Actual	Estimate	Forecast Base		Governor's Recommendation	
	FY20	FY21	FY22	FY23	FY24	FY25	FY24	FY25
1000 - General								
Balance Forward In		302		1,318				
Direct Appropriation	4,593	4,518	7,046	7,085	7,085	7,085	7,650	7,807
Transfers In	70	68						
Transfers Out	70	366						
Cancellations		40						
Balance Forward Out	248		1,318					
Expenditures	4,345	4,481	5,728	8,403	7,085	7,085	7,650	7,807
Biennial Change in Expenditures				5,304		39		1,326
Biennial % Change in Expenditures				60		0		9
Governor's Change from Base								1,287
Governor's % Change from Base								9
Full-Time Equivalents	21.57	21.00	21.53	21.60	20.60	20.60	24.60	24.60

2000 - Restrict Misc Special Revenue

Balance Forward In	31	73	101	118	49	57	49	57
Receipts	245	243	291	228	228	228	228	228
Transfers In	133							
Transfers Out	95							
Balance Forward Out	72	85	118	49	57	65	57	65
Expenditures	242	231	274	297	220	220	220	220
Biennial Change in Expenditures				99		(131)		(131)
Biennial % Change in Expenditures				21		(23)		(23)
Governor's Change from Base								0
Governor's % Change from Base								0

3015 - ARP-State Fiscal Recovery

Balance Forward In			133			
Direct Appropriation			144			
Balance Forward Out			133			
Expenditures			11	133		
Biennial Change in Expenditures				144	(144)	(144)
Biennial % Change in Expenditures					(100)	(100)
Governor's Change from Base						0

Prof Educator Licensing Std Bd

Agency Financing by Fund

(Dollars in Thousands)

	Actual	Actual	Actual	Estimate	Forecast Base		Governor's Recommendation	
	FY20	FY21	FY22	FY23	FY24	FY25	FY24	FY25
Governor's % Change from Base								
Full-Time Equivalents			0.17	1.00				

(Dollars in Thousands)

	FY23	FY24	FY25	Biennium 2024-25
Direct				
Fund: 1000 - General				
FY2023 Appropriations	7,085	7,085	7,085	14,170
Forecast Base	7,085	7,085	7,085	14,170
Change Items				
Maintain Current Service Levels		197	341	538
Increase PELSB Staffing		368	381	749
Total Governor's Recommendations	7,085	7,650	7,807	15,457
Dedicated				
Fund: 2000 - Restrict Misc Special Revenue				
Planned Spending	297	220	220	440
Forecast Base	297	220	220	440
Total Governor's Recommendations	297	220	220	440
Revenue Change Summary				
Dedicated				
Fund: 2000 - Restrict Misc Special Revenue				
Forecast Revenues	228	228	228	456
Total Governor's Recommendations	228	228	228	456
Non-Dedicated				
Fund: 1000 - General				
Forecast Revenues	1,850	1,850	1,850	3,700
Total Governor's Recommendations	1,850	1,850	1,850	3,700

Professional Educator Licensing and Standards Board

FY 2024-25 Biennial Budget Change Item

Change Item Title: Maintain Current Service Levels

Fiscal Impact (\$000s)	FY 2024	FY 2025	FY 2026	FY 2027
General Fund				
Expenditures	197	341	341	341
Revenues	0	0	0	0
Other Funds				
Expenditures	0	0	0	0
Revenues	0	0	0	0
Net Fiscal Impact = (Expenditures – Revenues)	197	341	341	341
FTEs	1	1	1	1

Recommendation:

The Governor recommends additional funding of \$197,000 in FY 2024 and \$341,000 in each subsequent year from the general fund to maintain the current level of service delivery at the Professional Educator Licensing and Standards Board (PELSB).

Rationale/Background:

Each year, the cost of doing business rises—employer-paid health care contributions, FICA and Medicare, along with other salary and compensation-related costs increase. Other operating costs, like rent and lease, fuel and utilities, and IT and legal services also grow. This cost growth puts pressure on agency operating budgets that remain flat from year to year.

Agencies face challenging decisions to manage these costs within existing budgets, while maintaining the services Minnesotans expect. From year to year, agencies find ways to become more efficient with existing resources. For PELSB, the following efficiencies have been implemented to help offset rising operating costs:

- As the number of license applications being processed has increased in recent years, the agency has increased efficiencies in processing these applications without adding staff. Additional staff will allow the agency to process these applications in a timelier manner.

However, cost growth typically outstrips efficiencies, and without additional resources added to agency budgets, service delivery erodes.

For PELSB, operating cost pressures exist in multiple categories—increases in compensation and insurance costs at the agency, increasing costs to maintain our current staff compliment in a challenging labor market, and increasing IT costs. If an operational increase is not provided, the services PELSB delivers to Minnesotans will be impacted. Some examples of potential impacts include:

- PELSB would need to eliminate one licensing executive position to address the funding gap. This position ensures that license applications for school districts are processed in a timely manner. This increase in FY24 is to maintain that licensing executive position. The increase in FY25 is to maintain that licensing executive position and to maintain increasing MN.IT expenses to maintain the current level of support, fixing errors as they arise, for the online licensing system.

Proposal:

The Governor recommends increasing agency operating budgets to support maintaining the delivery of current services. For PELSB, this funding will cover funding for the current level of staff to maintain all licensing

executives to issue licenses, as well as the current level of the MN.IT budget to maintain ongoing support for the online licensure application system.

Results:

This proposal is intended to allow PELSB to continue to provide current levels of service and information to the public.

Professional Educator Licensing and Standards Board

FY 2024-25 Biennial Budget Change Item

Change Item Title: Increase PELSB Staffing

Fiscal Impact (\$000s)	FY 2024	FY 2025	FY 2026	FY 2027
General Fund				
Expenditures	368	381	381	381
Revenues	0	0	0	0
Other Funds				
Expenditures	0	0	0	0
Revenues	0	0	0	0
Net Fiscal Impact = (Expenditures – Revenues)	368	381	381	381
FTEs	3	3	3	3

Recommendation:

The Governor recommends adding three new positions to the agency: Alternative Licensure Pathways Support, Tiered Licensure Liaison, and Educator Renewal Specialist.

Rationale/Background:

Currently, the agency operates with a staff of 22. Since the inception of PELSB, three areas have grown greatly in the work asked for by legislators and stakeholders. Some of these duties have fallen to current staff, removing them from other necessary agency projects, and some work has been left incomplete to the level of need for teachers and districts in Minnesota.

Proposal:

Add three full-time positions to PELSB, each at an Education Specialist 2 professional level. (Using the position calculator, estimated salary plus benefits is \$122,720 for each position. Step increases were included in FY25.

Alternative Licensure Pathways Support: PELSB has one portfolio specialist staff who facilitates the paperwork and external reviewer process for the portfolio process. As PELSB worked with stakeholders to improve the portfolio process as a viable alternative pathway to licensure, staff attempted to develop portfolio cohorts and an online platform for candidates. Adding a staff member to lead this work can ensure that portfolio, as well as new and innovative ways to licensure teachers, can grow and be supported by the agency. This position will also support filling the data requests regarding licensure.

- Tiered Licensure Liaison: With the implementation of tiered licensure in 2018, both teachers and school leaders have struggled to fully utilize and understand the different avenues for bringing individuals into the profession. While PELSB leadership and licensing executives provide ongoing support, it removes these individuals from processing license applications. Dedicating a position to be the point person for supporting teachers and districts through tiered licensure is essential to addressing the teacher shortage and supporting PELSB in processing licensure applications in a timely manner. (PELSB did receive ARP funds to provide temporary support in licensing applications. This position would ensure that support is a permanent part of the agency work.)
- Educator Renewal Specialist: Legislators, school leaders, and educators seek more support in helping teachers complete effective, robust professional development for their licensure renewal. PELSB utilized external stakeholders to support a process to develop and review trainings for cultural competency training for teachers in 2018. This position would formalize that work and expand it to the other legislatively mandated renewal requirements of mental health training, suicide prevention training, scientifically based reading instruction, and meeting the needs of English Language Learners.

Impact on Children and Families:

- This will allow PELSB to help address teacher shortages and ensure that licensed educators have effective professional development for legislatively mandated renewal requirements.

Tribal Consultation:

Does this proposal have a substantial direct effect on one or more of the Minnesota Tribal governments?

☐ Yes

☒ No

IT Costs

Not applicable.

Results:

PELSB intends to enhance delivery of application processing for licenses across the state.

Professional Educator Licensing and Standards Board

Federal Funds Summary

(Dollars in Thousands)

Federal Agency and CFDA #	Federal Award Name and Brief Purpose	FY 2022 Actual	FY 2023 Budget	FY 2024 Base	FY 2025 Base	Required State Match or MOE?	FTEs
U.S. Department of the Treasury CFDA 21.027	Education Staffing Support Package - American Rescue Plan State and Local Fiscal Recovery Funds	\$ 11	\$ 133	\$ -	\$ -	No	-
	ARP - State Fiscal Recovery Fund [3015 Fund] Total	\$ 11	\$ 133	\$ -	\$ -		-

Narrative

These funds were allocated to provide the resources to increase the speed of licensing teachers, specifically short-call substitute applications, including changes and updates to the online licensing system.