

2020 – 2022

**BIENNIAL REPORT
TO THE GOVERNOR**

Table of Contents

| | |
|--|-----------|
| A. General Statement of Board Activities | 1 |
| B. Board Members Information | 2 |
| C. Board Member Activities: Number of Meetings & Approximate Hours Spent by Board Members..... | 4 |
| D. Names and Job Classifications of Board Employees..... | 7 |
| E. Receipts and Disbursements of Board Funds | 9 |
| F. Summary of Board Rules Proposed or Adopted | 10 |
| G. Administration of Examinations by the Board | 13 |
| H. Number of Persons Examined by the Board | 13 |
| I. Number of Persons Licensed by the Board after Taking the Examinations..... | 14 |
| J. Number of Persons Not Licensed by the Board after Taking Examinations..... | 14 |
| K. Number of Persons Not Taking Examinations who were Licensed by the Board or who were Denied Licensing with the Reason for the Licensing or Denial Thereof..... | 14 |
| L. Number of Complaints and Other Communications Received by the Executive Director, Each Board Member, Employee or Other Person Performing Services for the Board that Allege or Imply a Violation of a Statue or Rule which the Board is Empowered to Enforce | 15 |
| M. Persons Previously Licensed by the Board whose Licenses were Revoked, Suspended or Otherwise Altered in Status, with Brief Statements of the Reasons for the Revocation, Suspension or Alteration | 15 |
| N. Summarize, by Specific Category, the Substance of the Complaints and Communications referred to in Clause (n) of M.S. 214.07, and, for each specific category, the responses of dispositions thereof pursuant to M.S. 214.10 and 214.11 . | 17 |
| O. Other Information that Board Members Believe is Useful in Reviewing Board Activities | 18 |

A. General Statement of Board Activities

During the 2017 legislative session, the Minnesota legislature combined the work of the Board of Teaching with the Educator Licensing Division in the Minnesota Department of Education to create the Minnesota Professional Educator Licensing and Standards Board (PELSB). PELSB began operations on January 1, 2018.

PELSB's primary goal is to ensure 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 governed by an 11-member board and is tasked with:

- licensing teachers and related services providers in Minnesota,¹
- establishing and maintaining teacher licensure standards and requirements,²
- establishing and enforcing the Teacher Code of Ethics,³ and
- approving teacher preparation providers and programs to prepare candidates in Minnesota.⁴

Additionally, PELSB is responsible for collecting educators' employment, licensure, and assignment data from all school districts in Minnesota. Using this data, PELSB ensures all educators hold the appropriate license or permission for their assignment.

Finally, PELSB is responsible for administering the following two grants:

- Teacher Mentorship and Retention of Effective Teachers Grant⁵ and
- The Collaborative Urban and Greater Minnesota Educators of Color (CUGMEC) Grant.⁶

Minnesota Professional Educator Licensing and Standards Board Mission

Ensuring all Minnesota students have high quality educators in their schools.

Minnesota Professional Educator Licensing and Standards Board Vision

To ensure equitable education practices through high licensure standards, quality educator preparation programs, and stakeholder engagement.

¹ Minn. Stat. 122A.09, subd. 4.

² Minn. Stat. 122A.09, subd. 9.

³ Minn. Stat. 122A.09, subd. 1.

⁴ Minn. Stat. 122A.092.

⁵ Minn. Stat. 122A.70.

⁶ Minn. Stat. 122A.635.

B. Board Members Information

Minn. Stat. § 122A.07 establishes PELSB's membership, which includes:

- Six teachers, including:
 - One teacher in a charter school;
 - One teacher from the seven-county metropolitan area;
 - One teacher from outside the seven-county metropolitan area;
 - One teacher from a related service category licensed by the board;
 - One special education teacher; and
 - One teacher from a teacher preparation program;
- One superintendent that alternates each term between a superintendent from the seven-county metropolitan area and a superintendent from outside the metropolitan area;
- One school district human resources director;
- One administrator of a service cooperative unit who oversees a special education program;
- One principal that alternates each term between an elementary and a secondary school principal; and
- One member of the public that may be a current or former school board member.

PELSB's 11 members are appointed by the Governor. Appointments and Board member terms are subject to the parameters set forth in Minnesota Statute §214. The Board has the following standing committees:

- **Executive Committee:** Serves as the steering committee for conducting Board business
- **Ethics Committee:** Reviews complaints and results of investigations alleging or implying a violation and makes recommendations regarding whether to pursue a discipline against a teacher
- **Legislative Committee:** Develops strategies for legislative initiatives
- **Licensure Committee:** Reviews all licensure applications with possible denial
- **Operations Committee:** Updating the bylaws and supporting the election process
- **Teacher Preparation Committee:** Reviews recommendations from program reviews and site visits
- **Increase Educators of Color and Indigenous Educators Committee:** Facilitate stakeholder input and research and recommend policies and strategies to the Board that would help increase the number of educators of color in Minnesota
- **Standards and Rules** (includes representatives from education stakeholder organizations): Receive ongoing feedback on Board initiatives

Additionally, working groups are frequently convened to solicit targeted stakeholder input and to assist with specific Board-designated initiatives.

| | | |
|---|--|--|
| <p>Maggie Borman Maggie.Borman@state.mn.us 100 3rd Avenue South, Apt. 3701 Minneapolis, MN 55401 612-802-3418</p> | <p>Julie Coffey (active) Julie.Coffey@state.mn.us 880 Moonlight Drive Woodbury, MN 55125 651-492-3427</p> | <p>Dr. Heidi Hahn Heidi.Hahn@state.mn.us 13135 Preserve Circle Baxter, MN 56425 218-839-2953</p> |
| <p>Anne Lindgren Anne.Lindgren@state.mn.us 9964 Quaker Lane North Maple Grove, MN 55369 763-350-4599</p> | <p>James Miklausich James.Miklausich@state.mn.us 4145 Zenith Avenue South Minneapolis, MN 55410 612-242-6261</p> | <p>Cesar Montufar Cesar.Montufar@state.mn.us 807 Rainbow Ct. Stillwater, MN 55082 562-688-0269 (replaced Maggie Borman)</p> |
| <p>Paul Peltier (active) Paul.Peltier@state.mn.us 315 Eaton Avenue North Fosston, MN 56542 218-435-1909 (replaced Anne Krafthefer)</p> | <p>Brian Rappe (active) Brian.Rappe@state.mn.us 2330 Lexington Avenue S, #114 Burnsville, MN 55337 612-618-8861</p> | <p>Dr. Angela Osuji (active) Angela.Osuji@state.mn.us 7238 Oakland Avenue South Minneapolis, MN 55423</p> |
| <p>Dr. Lucy Payne (active) Lucy.Payne@state.mn.us 108 Warner Way Mahtomedi, MN 55155 651-283-1141 (replaced Amy Hewett-Olatunde)</p> | <p>Abdi Sabrie (active) Abdi.Sabrie@state.mn.us 537 Linda Drive Eagle Lake, MN 56042 507-351-8142</p> | <p>May Lia Thor (active) May.Thor@state.mn.us 6417 Langer Circle Lino Lakes, MN 55038 (replaced Anne Lindgren)</p> |
| <p>Dr. Steven Unowsky (active) Steven.Unowsky@state.mn.us 5018 Emerson Avenue South Minneapolis, MN 55419 612-419-1648 (replaced Loy Woelber)</p> | <p>Ryan Vernosh Ryan.Vernosh@state.mn.us 3350 Highland Avenue White Bear Lake, MN 55110 (replaced James Miklausich)</p> | <p>Amy York (active) Amy.York@state.mn.us 66911 265th Avenue Lake City, MN 55041 507-429-9919 (replaced Heidi Hahn)</p> |

C. Board Member Activities: Number of Meetings & Approximate Hours Spent by Board Members

Total number of regular board meetings held between July 1, 2020 – June 30, 2022: 24

Total number of special board meetings held between July 1, 2020 – June 30, 2022: 4

From July 1, 2020 to June 30, 2022, PELSB members were assigned to and participated in committees in addition to participating in monthly Board meetings. These committees included:

- Executive Committee
- Ethics Committee
- Legislative Committee
- Licensure Committee
- Operations Committee
- Teacher Preparation Committee
- Increase Educators of Color and Indigenous Educators Committee (IECIE)
- Standards and Rules (includes representatives from education stakeholder organizations)

The next page provides a roster of the Board's membership from July 1, 2020 to June 30, 2022, as well as details about the terms of appointment, committee assignments, and estimated hours spent participating in Board-related meetings. These estimates do not include the number of hours Board members spent reviewing documents and preparing for these meetings.

Estimated Annual Meeting Hours of PELSB Members in FY2018 (January 1, 2020 – June 30, 2022)

| Member Name | Member Type | Initial Appointment | Term Expiration / End of Service | Committee(s) | Estimated Annual Meeting Hours |
|-------------------------|---|----------------------------|---|---|---------------------------------------|
| Maggie Borman | Teacher (Charter School) | 1/1/2018 | 9/18/2020 | Executive, Legislative, IECIE | 16.5 |
| Julie Coffey | School District Human Services Director | 5/17/2020 | 1/1/2024 | Licensing, Teacher Preparation | 144 |
| Heidi Hahn | Cooperative Unit Administrator | 1/1/2018 | 7/28/2020 | Licensing, Executive | 12 |
| Anne Lindgren | Teacher (Related Services Provider) | 1/1/2018 | 8/15/2020 | Licensing, Ethics | 12 |
| Angela Osuji | Teacher (Metro) | 12/06/2019 | 1/04/2027 | Executive, Licensure, Teacher Preparation, Legislative, IECIE | 204 |
| James Miklausich | Principal | 1/1/2018 | 6/30/2021 | Executive, Legislative | 90 |
| Cesar Montufar | Teacher (Charter School) | 3/08/2021 | 1/14/2022 | Licensing, IECIE | 49.5 |

| Member Name | Member Type | Initial Appointment | Term Expiration / End of Service | Committee(s) | Estimated Annual Meeting Hours |
|-----------------------|-------------------------------------|----------------------------|---|---|---------------------------------------|
| Lucy Payne | Teacher (Teacher Preparation) | 9/12/2018 | 1/5/2026 | Executive, Licensing, Operations, Teacher Preparation | 192 |
| Paul Peltier | Teacher (Greater Minnesota) | 7/2/2019 | 1/04/2027 | Ethics, Licensing, Executive, Legislative | 192 |
| Brian Rappe | Teacher (Special Education) | 1/1/2018 | 12/09/2022 | Executive, Ethics, Operations, Legislative | 132 |
| Abdi Sabrie | Public Member | 1/1/2018 | 1/1/2022 | Executive, Legislative, Operations, IECIE | 124.5 |
| May Lia Thor | Teacher (Related Services Provider) | 03/08/2021 | 12/09/2022 | IECIE, Ethics | 61.5 |
| Steven Unowsky | Superintendent | 7/02/2019 | 1/2/2023 | Legislative, Teacher Preparation, Operations | 126 |
| Ryan Vernosh | Principal | 06/30/2021 | 12/10/2021 | Legislative | 18 |
| Amy York | Cooperative Unit Administrator | 6/30/2021 | 1/01/2024 | Licensing, Teacher Preparation | 54 |

D. Names and Job Classifications of Board Employees

| Employee Name | Role | Job Classification | Start Date | End Date |
|--------------------------|------------------------------|---|--------------------|-------------------|
| Erika Adkins | Bookkeeper | Office & Administrative Specialist Int. | May 15, 2019 | |
| Yelena Bailey | Director of Education Policy | Director of Education Policy | June 26, 2019 | |
| Emily Busta | Licensing Supervisor | State Prog Admin Supervisor | September 10, 2014 | |
| Brian Cochran | Licensing Executive | State Program Administrator | March 8, 2017 | |
| Cassandra DuRose | Licensing Executive | State Program Administrator | August 2, 2015 | |
| Laura Dryer | Grants Specialist | Grants Specialist Intermediate | September 15, 2021 | |
| Stacy Jeffrey | Licensing Executive | State Program Administrator | April 14, 2021 | |
| Keile LaMotte | Licensing Executive | State Program Administrator | November 1, 1999 | |
| Elaine Mattila | Customer Service | Customer Service Specialist Senior | January 3, 2000 | |
| Debby Odell | Licensing & Operations Man. | State Program Admin Supervisor Sr. | January 2, 2007 | |
| Tanwaporn Watanaporn Ohl | Communications Specialist | Information Officer 2 | September 29, 2021 | |
| Tyra Nelson-Reck | Teacher Education Specialist | Education Specialist 2 | October 3, 2018 | |
| Foua Xiong | Licensing Executive | State Program Administrator | November 4, 2015 | |
| Hanna Younce | Licensing Executive | Management Analyst 1 | November 16, 2016 | |
| Kat Anthony-Wigle | Compliance | Management Analyst 1 | October 3, 2011 | |
| Laurie Wermus | Customer Service | Customer Service Specialist Senior | October 27, 1999 | |
| Michelle Sander | Teacher Education Specialist | Education Specialist 2 | July 17, 2017 | |
| Michelle Hersh Vaught | Rulemaking Specialist | State Program Admin Coordinator | September 24, 2018 | |
| Mai Yang | Ethics Support Specialist | Office Specialist | February 7, 2018 | |
| Maria Zaloker | Teacher Ethics Specialist | Education Specialist 2 | January 8, 2018 | |
| Former Staff | | | | |
| Sue Koehler | Licensing Executive | Education Specialist 1 | August 8, 2007 | December 12, 2022 |
| Jess Larson | Communication Specialist | Information Officer 2 | March 9, 2020 | December 30, 2022 |

| Employee Name | Role | Job Classification | Start Date | End Date |
|----------------------|--------------------|--|--------------------|--------------------|
| Alex Liuzzi | Executive Director | Executive Director | October 22, 2014 | January 3, 2023 |
| Lori Rosenthal | Office Manager | Office Administrative Specialist Prin. | September 10, 2014 | May 5, 2021 |
| Saba Teshome | Grants Specialist | Grants Specialist Intermediate | October 30, 2019 | September 30, 2020 |

E. Receipts and Disbursements of Board Funds

The Professional Educator Licensing and Standards Board Receipts and Disbursements in FY2021 and FY2022.

| | FY2021 | | FY2022 | |
|------------------------------------|----------------------------------|--------------|----------------------------------|----------------|
| | Appropriations | Expenditure | Appropriations | Expenditure |
| Operating | \$2,719,000 based on session law | 2,700,957.16 | \$2,792,000 based on session law | \$2,613,959.72 |
| CUGMEC Grant | \$1,000,000 | \$949,133.59 | \$1,000,000 | \$685,169.38 |
| Mentoring Grant | \$750,000 | \$575,205.98 | \$3,004,000 | \$1,067,667.96 |
| Portfolio | \$34,000 | \$0 | \$34,000 | \$0 |
| Marketing and Recruitment Campaign | N/A | N/A | \$250,000 | \$107,664.26 |

| Non-Dedicated Revenue | |
|-----------------------|--------------|
| FY21 | FY22 |
| 1,750,099.64 | 2,219,340.03 |

F. Summary of Board Rules Proposed or Adopted

Teacher Preparation Rulemaking (R-4576)

In October 2018, PELSB adopted the rules to implement the new tiered teacher licensure system in Minnesota. Upon the completion of this extensive rule overhaul, PELSB initiated a rulemaking project to update the rules governing teacher preparation providers and programs.

Updated teacher preparation rules went into effect on May 1, 2021. For more information about this rulemaking project, please visit <https://mn.gov/pelsb/board/rulemaking/program-unit-rules/>.

Early Childhood Special Education (ECSE) Licensure Standards Rulemaking (R-4745)

In 2017, the Minnesota Department of Education began receiving intensive, federally-funded technical assistance from the Early Childhood Personnel Center (ECPC) to support the state's efforts related to the early childhood special education workforce. As part of this work, MDE facilitated a number of work groups focused on standards, retention and recruitment, pre-service training, in-service training and professional development, and assessment of the ECSE system.

One of the MDE workgroups conducted an intensive review of the Professional Educator Licensing and Standards Board's (PELSB) licensure standards for ECSE teachers and recommended that the Board consider replacing the ECSE standards with national standards as it has been over 20 years since the ECSE licensure standards have been updated in Minnesota.

In January 2021, PELSB authorized staff to release a first draft of proposed rule changes using the [Initial Practice-Based Professional Preparation Standards for Early Interventionists \(EI\)/Early Childhood Special Educators \(ECSE\)](#), which were adopted in 2020 by the Council for Exceptional Children (CEC) in partnership with the CEC's Division for Early Childhood.

In March 2023, PELSB adopted the Initial Practice-Based Professional Preparation Standards for Early Interventionists (EI)/Early Childhood Special Educators (ECSE), replacing the old ECSE licensure standards which hadn't been updated in over 20 years.

To learn more about this rulemaking, please visit <https://mn.gov/pelsb/board/rulemaking/ecse/>.

Licensing and Academic Standards Rulemaking (R-4615)

In September 2019, PELSB initiated a rulemaking project to consider the following rule changes to:

- Clarify several tiered licensure requirements;
- Repeal outdated licensure requirements;
- Update the Standards of Effective Practice (the state's pedagogical standards); and
- Update a number of license-specific rules, including Health licensure, Physical Education licensure, Developmental Adapted Physical Education (DAPE) licensure, Parent and Family

Education licensure, Adult Basic Education licensure, and American Indian Language, History, and Culture licensure.

Notable milestones:

- September 23, 2019: PELSB released a first draft of proposed rule changes and published its Request for Comments in the State Register
- August 24, 2022: PELSB held a hearing on the proposed rules.
- February 28, 2023: The Chief Administrative Law Judge approved the rules.

As of March 2023, PELSB had not yet adopted the proposed rules.

More information about this rulemaking project is available at <https://mn.gov/pelsb/board/rulemaking/licensing-academic-standards/>.

G. Number of Licenses Issued by the Board

Number of Licenses, Permissions, and Renewals Issued

| License Type | Fiscal Year 2021 | Fiscal Year 2022 |
|--------------------|------------------|------------------|
| Tier 1 | 516 | 867 |
| Tier 2 | 1,008 | 1,407 |
| Tier 3 | 4,812 | 3,993 |
| Tier 4 | 733 | 792 |
| Permissions | 4,297 | 4,153 |
| Substitute License | 3,527 | 4,700 |
| Renewals | 19,373 | 23,593 |

Note: If a teacher moved from a lower to higher tier during the fiscal year, the higher tiered license is the only license counted in the data above.

G. Administration of Examinations by the Board

The Minnesota Professional Educator Licensing and Standards Board oversees the administration of the Minnesota Teacher Licensure Examinations (MTLE). The MTLE covers three primary areas of testing: Minnesota NES Essential Academic Skills Test; Pedagogy Tests; and Content Area Tests.

The Minnesota NES Essential Academic Skills Test (EAS) serves as the basic skills examination for Minnesota teachers seeking a Tier 4 license. The EAS consists of three subtests in Reading, Writing, and Mathematics. Teachers may also demonstrate their competency in basic skills by obtaining Board-approved passing scores on the ACT Plus Writing exam or the SAT.

Pedagogy Tests assess a teacher's pedagogical knowledge. Teachers seeking a Tier 3 license must achieve Board-approved scores in a pedagogy test that aligns with their licensure field. The three different pedagogy tests include: Early Childhood (Birth to Grade 3); Elementary (Grades K-6); and Secondary (Grades 5-12).

Content Area Tests assess a teacher's competency in the content area and is required to obtain a Tier 3 license. There are more than 30 different content-area tests. Teachers must achieve Board-approved scores in the content-area test that aligns with their licensure field.

With the exception of the World Language and Culture tests in French, German, Mandarin Chinese, and Spanish, all MTLE are computer-based tests. The exams are offered at numerous different testing sites within the Minneapolis-St. Paul metro area as well as throughout out-state Minnesota. The exams are also offered at more than 200 testing sites across the United States, Puerto Rico, the Virgin Islands, and international countries. The tests are available at testing sites by appointment on Mondays through Saturdays (except holidays) throughout the year.

Over the last several years, many MTLEs have become available through "online proctoring," which allow the individual to take the exam securely from their home, school, or other location.

Finally, beginning in March 2022, a number of exams have been made available in Hmong, Somali, and Spanish (test questions are presented in both English and the selected language).

H. Number of Persons Examined by the Board

A full technical reports containing data from [2020-2021](#) and [2021-2022](#), specific to each test field is available on the PELSB website. For each test, the report provides the percent passing on first attempt as well as cumulative retake data for each test field. Data is not available specific to sex, age category or state of residency.

I. Number of Persons Licensed by the Board after Taking the Examinations

Using the data found Under Section G, the following table provides the number of individuals who were subject to testing requirements.

| | FY21 | FY21 |
|---------------|-------|-------|
| Tier 3 | 4,812 | 3,993 |
| Tier 4 | 733 | 792 |

J. Number of Persons Not Licensed by the Board after Taking Examinations

PELSB does not have a reliable way to provide this data. Testing requirements are only one requirement of the teacher licensing process in Minnesota. Often, PELSB does not receive applications unless all testing requirements have been met, and there may be other reasons for why the Board did not issue a license to an applicant (*e.g.*, an issue with a background check).

K. Number of Persons Not Taking Examinations who were Licensed by the Board or who were Denied Licensing with the Reason for the Licensing or Denial Thereof

Under the tiered licensure system, only certain licensure tiers require a teacher to pass licensure exams (Tier 3) or basic skills exams (Tier 4).

Using the data found in Section G, the following table provides the number of individuals who were issued a licensure type that does not require passing Minnesota Teacher Licensure Exams.

| | FY21 | FY22 |
|--------------------|-------|-------|
| Tier 1 | 516 | 867 |
| Tier 2 | 1,008 | 1,407 |
| Permissions | 4,297 | 4,153 |

Note: A small portion of teachers holding a Tier 1 or Tier 2 license have past some licensure exams. Individuals holding a permission may also have passed licensure exams in one licensure area, but not in the content area under the teaching assignment.

L. Number of Complaints and Other Communications Received by the Executive Director, Each Board Member, Employee or Other Person Performing Services for the Board that Allege or Imply a Violation of a Statute or Rule which the Board is Empowered to Enforce

Complaints can be filed by school districts, parents, former students, law enforcement agencies, interested citizens, and anyone else who has concerns about the conduct of a particular teacher. Anonymous complaints are not accepted. Once a complaint is filed and it is determined that there is jurisdiction for the Board, in accordance with Minnesota Statutes, and with support from the Office of the Attorney General’s office, the Board conducts further inquiry and an investigation regarding the complaint. The teacher is notified of the allegations and given an opportunity to respond.

Number of Complaints Received by PELSB (July 1, 2018 – June 30, 2020)

| Adopted Board Action/Disposition | Totals |
|---|---------------|
| Received Complaints | 216 |
| Dismissed Complaints | 6 |
| No Action Taken | 123 |
| Complaints Forwarded to Other Boards | 12 |

M. Persons Previously Licensed by the Board whose Licenses were Revoked, Suspended or Otherwise Altered in Status, with Brief Statements of the Reasons for the Revocation, Suspension or Alteration

PELSB has the responsibility to investigate complaints related to teachers holding a Minnesota teaching license. The Board is able to take action pursuant to complaints which fall under the purview of the following statutes:

- a. **Minn. Stat. § 122A.20, subdivision 1(a)(1-5)** states [t]he Professional Educator Licensing and Standards Board . . . may, on the written complaint of the school board employing a teacher, a teacher organization, or any other interested person, refuse to issue, refuse to renew, suspend, or revoke a teacher's license to teach for any of the following causes:
 - (1) immoral character or conduct;
 - (2) failure, without justifiable cause, to teach for the term of the teacher’s contract;
 - (3) gross inefficiency or willful neglect of duty;
 - (4) failure to meet licensure requirements; or

(5) fraud or misrepresentation in obtaining a license.

- b. **Minn. Stat. § 122A.20, subdivision 1(b)** states [t]he Professional Educator Licensing and Standards Board . . . shall refuse to issue, refuse to renew, or automatically revoke a teacher's license to teach without the right to a hearing upon receiving a certified copy of a conviction showing that the teacher has been convicted of child abuse, as defined in section 609.185, sex trafficking in the first degree under section 609.322, subdivision 1, sex trafficking in the second degree under section 609.322, subdivision 1a, engaging in hiring, or agreeing to hire a minor to engage in prostitution under section 609.324, subdivision 1, sexual abuse under section 609.342, 609.343, 609.344, 609.345, 609.3451, subdivision 3, or 617.23, subdivision 3, solicitation of children to engage in sexual conduct or communication of sexually explicit materials to children under section 609.352, interference with privacy under section 609.746 or stalking under section 609.749 and the victim was a minor, using minors in a sexual performance under section 617.246, possessing pornographic works involving a minor under section 617.247, or any other offense not listed in this paragraph that requires the person to register as a predatory offender under section 243.166, or a crime under a similar law of another state or the United States.
- c. **Minn. Stat. § 214.10, subdivision 2(a)** states [a] board shall initiate proceedings to suspend or revoke a license or shall refuse to renew a license of a person licensed by the board who is convicted in a court of competent jurisdiction of violating section 609.2231, subdivision 8, 609.23, 609.231, 609.2325, 609.233, 609.2335, 609.234, 609.465, 609.466, 609.52, or 609.72, subdivision 3.
- d. **Minn. Admin. R. 8710.2100, Code of Ethics For Minnesota Teachers, Subparts 1 and 5** provides a list of 10 requirements for teacher conduct and allows the Board to take action against a licensed teacher who has been found in violation of the code, which includes the following:
- A. A teacher shall provide professional education services in a nondiscriminatory manner.
 - B. A teacher shall make reasonable effort to protect the student from conditions harmful to health and safety.
 - C. In accordance with state and federal laws, a teacher shall disclose confidential information about individuals only when a compelling professional purpose is served or when required by law.
 - D. A teacher shall take reasonable disciplinary action in exercising the authority to provide an atmosphere conducive to learning.
 - E. A teacher shall not use professional relationships with students, parents, and colleagues to private advantage.
 - F. A teacher shall delegate authority for teaching responsibilities only to licensed personnel.
 - G. A teacher shall not deliberately suppress or distort subject matter.

- H. A teacher shall not knowingly falsify or misrepresent records or facts relating to that teacher's own qualifications or to other teachers' qualifications.
- I. A teacher shall not knowingly make false or malicious statements about students or colleagues.
- J. A teacher shall accept a contract for a teaching position that requires licensing only if properly or provisionally licensed for that position.

All of the obtained information from the complaint inquiry is presented to the Board’s Ethics committee, which consists of two licensed and practicing teachers who serve on the Board. They review the information available and make a recommendation on what action, if any, should be taken against the teacher’s license. When it is determined that grounds exist to suspend or revoke a teacher's license to teach, the Board must consider suspending or revoking, or decline to suspend or revoke the teacher's license. If a suspension or revocation is recommended, the teacher can contest that recommendation and it may result in a hearing before an Administrative Law Judge. Once the entire process is completed, any disciplinary action taken by the full Board becomes public.

The following data represents the type of Board action adopted and the number of each type of disciplinary action adopted. The tables below show the action taken on received complaints by both the PELSB from July 1, 2020 – June 30, 2022.

Disciplinary Actions taken by PELSB (July 1, 2020 – June 30, 2022)

| Adopted Board Action/Disposition | FY 2021 | FY 2022 |
|----------------------------------|---------|---------|
| Stayed Suspension of License | 23 | 26 |
| Suspension of License | 8 | 5 |
| Revocation of License | 10 | 12 |
| Licensure Denial | 13 | 9 |
| Surrender of License | 7 | 5 |

Note: These numbers do not include the 3 mandatory suspensions and revocations relating to tax payment or child support payment issues.

N. Summarize, by Specific Category, the Substance of the Complaints and Communications referred to in Clause (n) of M.S. 214.07, and, for each specific category, the responses of dispositions thereof pursuant to M.S. 214.10 and 214.11

The substance of the complaints in the chart in Section N are related to matters not under the jurisdiction of the Board for review, complaints made that fall under Minn. Stat. § 122A.20, Minn. State § 214.10, and Minn. Rule 8710.2100. They also may fall outside of PELSB’s jurisdiction, which is why they were either dismissed or forwarded to an external board.

O. Other Information that Board Members Believe is Useful in Reviewing Board Activities

PELSB also reviewed all first-time applicants and renewal applications based on disclosures made on their Conduct Review Statement. The Conduct Review Statement asks applicants to answer the following questions:

1. Have you ever been convicted of a crime?
2. Have you ever been referred to a pre-trial diversion program after being arrested?
3. Have you ever been acquitted or found not guilty of a criminal offense involving sexual conduct, homicide, assault, or any other crime involving violence?
4. Are any criminal charges currently pending against you in Minnesota or any other state?
5. Have you ever been the subject of a harassment restraining order, a domestic assault no contact order, an order for protection, a temporary restraining order, or similar civil protective order in Minnesota or any other state?
6. Have you ever been found in violation of a harassment restraining order, a domestic assault no contact order, an order for protection, a temporary restraining order, or similar civil protective order in Minnesota or any other state?
7. Have you ever been the subject of a maltreatment finding or disqualification by the Minnesota Department of Education, the Minnesota Department of Human Services, a county human services office or similar agency in Minnesota or another state?
8. Have you ever had an education or other occupational license revoked, suspended, or denied in Minnesota or any other state?
9. Have you ever voluntarily surrendered or terminated an education or other occupational license because of misconduct?
10. Is disciplinary action/a misconduct investigation against your teaching, administrative, or other occupational license currently pending in Minnesota or another state?
11. Have you ever been terminated, suspended, resigned from or otherwise left an employment position after allegations of misconduct were made against you or when an investigation into those allegations was pending?
12. Have you or a school district in which you were employed ever been a party to a civil settlement, award, or agreement of any kind that involved an allegation that involved YOUR sexual conduct?

When an applicant answers yes to any of the above questions, their application is flagged for review by the Ethics Committee. The Committee reviews every application that is flagged on a monthly basis. The

Committee reviews the Conduct Review Statement, any supplemental information provided by the applicant about their disclosures, the applicant's background check (if they are a first-time applicant), and any court records gathered by the Ethics Specialist.

If the Committee reviews the application, does not want to open an inquiry, and there are no discrepancies between the completed background check and the disclosures made on the conduct review statement, the application is sent to process. If the applicant meets the criteria for the license(s) they applied for, their license should then issue and they will receive an e-mail notification when this occurs.

If the Committee reviews the application and wants to open an inquiry into the application, the applicant will receive a letter requesting more information about their conduct review statement responses. Once the Board has the response, if the applicant chooses to provide one, and the completed background check, the Ethics Committee will review the entire file and make a recommendation about the license.