



Governing Board Meeting

March 14, 2017 • 1:00 p.m. • Via Videoconference/Phone Conference

Videoconference link: <https://zoom.us/j/266900567>

Dial-In Number: 1-855-880-1246 (Toll-Free)

Agenda

1:00 p.m.	I. Call to Order	Dave Palmerlee
1:05 p.m.	II. Update on Governing Board Membership.....	Dave Palmerlee
1:15 p.m.	III. *Meeting Minutes, November 21, 2016.....	Dave Palmerlee
1:20 p.m.	IV. *Financial Report	Rebecca Watts
1:30 p.m.	V. Executive Director Report and Research Update	Rebecca Watts
1:45 p.m.	VI. *Proposed Amendment to Mission Statement	Rebecca Watts
2:00 p.m.	VII. National Reviewers and Process	Dave Palmerlee
2:15 p.m.	VIII. Matching Funds Plan and Update	Tyler Spear, Ray Reutzel, Rebecca Watts
2:30 p.m.	IX. Roundtable Discussion	Dave Palmerlee
3:00 p.m.	X. Adjournment	Dave Palmerlee

*Denotes Action Item.

**Trustees Education Initiative
Governing Board**

Meeting Minutes

November 21, 2016 • 11 a.m. to 3:00 p.m.

**University of Wyoming • Marian Rochelle Gateway Center
Laramie, Wyoming**

1. Governing Board Members Attending:

- | | |
|----------------------------------|--|
| a. Dave Palmerlee, Chairperson | j. John MacPherson (via telephone) |
| b. John McKinley, Co-Chairperson | k. Jill Lovato, proxy for Carol Mead |
| c. Ben Blalock | l. Mark Northam |
| d. Thomas Botts | m. Wava Tully |
| e. Craig Dougherty | n. Jillian Balow |
| f. D. Ray Reutzel | o. Katherine Greenwell |
| g. David Bostrom | p. Kate Miller, proxy for Laurie Nichols |
| h. Alan Buss | q. Amy Pierson |
| i. April Kunz | r. Rebecca Watts, Executive Director |

2. Action Item: March 4, 2016 Minutes

- a. Motion to approve: D. Ray Reutzel
- b. Second to motion: April Kunz
- c. Motion passed on unanimous voice vote.

3. Action Item: November 2016 Financial Report

- a. Motion to approve: April Kunz
- b. Second to motion: David Bostrom
- c. Motion passed on unanimous voice vote.

4. Action Item: Marzano Research Group Proposal to provide Research Support to Program Study Groups

- a. Motion to approve: April Kunz
- b. Second to motion: Katherine Greenwell
- c. Motion passed on unanimous voice vote.

5. Informational Presentation

- a. D. Ray Reutzel presented an overview of the College of Education.
- b. College of Education program representatives provided an overview of each educator preparation program.

6. Board Discussion

- a. A lengthy discussion of the proposed group structures and research processes for the Trustees Education Initiative resulted in Board direction to the Executive Director to revise the proposal and submit the revision to the Executive Committee for review and action.

7. Adjournment

- a. Chairperson Palmerlee adjourned the meeting at 2:40 p.m.

Trustees Education Initiative • Financial Report

3/10/17

Date	Description	Debit	Credit	Category Subtotal	Subtotal Debit	Subtotal Credit
7/24/2015	01 - Daniels Fund	\$ -	\$ 500,000.00			
1/22/2016	01 - Daniels Fund	\$ -	\$ 500,000.00			
1/19/2017	01 - Daniels Fund	\$ -	\$ 1,000,000.00	Daniels Fund Grant Payments	\$ -	\$ 2,000,000.00
3/2/2016	04 - Closing Entry	\$ -	\$ (66.32)	Journal Corrections	\$ -	\$ (66.32)
10/31/2015	17 - 1% Exp Assessment	\$ (1,250.00)	\$ -			
1/31/2016	17 - 1% Exp Assessment	\$ (1,149.39)	\$ -			
4/30/2016	17 - 1% Exp Assessment	\$ (2,341.03)	\$ -			
7/31/2016	17 - 1% Exp Assessment	\$ (2,244.52)	\$ -			
10/31/2016	17 - 1% Exp Assessment	\$ (2,228.34)	\$ -			
1/31/2017	17 - 1% Exp Assessment	\$ (1,923.31)	\$ -	Foundation Assessment	\$ (11,136.59)	\$ -
7/31/2015	31 - Expendable Gift Income	\$ -	\$ 6.44			
8/31/2015	31 - Expendable Gift Income	\$ -	\$ 200.00			
9/30/2015	31 - Expendable Gift Income	\$ -	\$ 225.00			
10/31/2015	31 - Expendable Gift Income	\$ -	\$ 183.90			
11/30/2015	31 - Expendable Gift Income	\$ -	\$ 183.90			
12/31/2015	31 - Expendable Gift Income	\$ -	\$ 553.44			
1/31/2016	31 - Expendable Gift Income	\$ -	\$ 376.94			
2/29/2016	31 - Expendable Gift Income	\$ -	\$ 376.94			
3/31/2016	31 - Expendable Gift Income	\$ -	\$ 374.56			
4/30/2016	31 - Expendable Gift Income	\$ -	\$ 398.52			
5/31/2016	31 - Expendable Gift Income	\$ -	\$ 398.17			
6/30/2016	31 - Expendable Gift Income	\$ -	\$ 359.12			
7/31/2016	31 - Expendable Gift Income	\$ -	\$ 356.65			
8/31/2016	31 - Expendable Gift Income	\$ -	\$ 356.65			
9/30/2016	31 - Expendable Gift Income	\$ -	\$ 356.53			
10/31/2016	31 - Expendable Gift Income	\$ -	\$ 308.00			
11/30/2016	31 - Expendable Gift Income	\$ -	\$ 265.22			
1/1/2017	31 - Expendable Gift Income	\$ -	\$ 292.34			
1/31/2017	31 - Expendable Gift Income	\$ -	\$ 771.84	Expendable Gift Income	\$ -	\$ 6,344.16
2/1/2017	50 - Expense Reimbursement P-12 Work Group Members	\$ (578.38)	\$ -			
2/15/2017	50 - Expense Reimbursement P-12 Work Group Members	\$ (530.66)	\$ -			
2/28/2017	50 - Expense Reimbursement P-12 Work Group Members	\$ (630.52)	\$ -	P-12 Work Group Member Expense	\$ (1,739.56)	\$ -

10/31/2016	60 - Full-time Salaries	\$ (73,500.00)	\$ -			
1/31/2017	60 - Full-time Salaries	\$ (2,406.27)	\$ -			
8/31/2015	60 - Part-time Salaries	\$ (4,414.00)	\$ -			
8/31/2015	60 - Part-time Salaries	\$ (3,000.00)	\$ -			
8/31/2015	60 - Part-time Salaries	\$ (2,539.00)	\$ -			
6/30/2016	60 - Part-time Salaries	\$ (3,000.00)	\$ -			
6/30/2016	60 - Part-time Salaries	\$ (3,000.00)				
10/31/2016	61 - Full-Time Benefits	\$ (6,390.09)	\$ -			
11/30/2016	61 - Full-Time Benefits	(4,600.03)	-			
12/31/2016	61 - Full-Time Benefits	(4,575.29)	-			
1/31/2017	61 - Full-Time Benefits	\$ (5,827.43)	\$ -			
8/31/2015	61 - Part-Time Benefits	\$ (1,449.65)	\$ -			
8/31/2015	61 - Part-Time Benefits	\$ (1,115.61)	\$ -			
8/31/2015	61 - Part-Time Benefits	\$ (746.26)	\$ -			
8/31/2015	61 - Part-Time Benefits	\$ (59.71)	\$ -			
8/31/2015	61 - Part-Time Benefits	\$ (24.88)	\$ -			
8/31/2015	61 - Part-Time Benefits	\$ (13.07)	\$ -			
8/31/2015	61 - Part-Time Benefits	\$ (10.78)	\$ -			
8/31/2015	61 - Part-Time Benefits	\$ (1.70)	\$ -			
6/30/2016	61 - Part-Time Benefits	\$ (436.95)	\$ -			
6/30/2016	61 - Part-Time Benefits	\$ (18.00)	\$ -			
6/30/2016	61 - Part-Time Benefits	\$ (7.50)	\$ -			
6/30/2016	61 - Part-Time Benefits	\$ (3.69)	\$ -			
10/1/2015	62 - Part-time Salaries	\$ (2,500.00)	\$ -			
2/1/2017	62 - Part-time Salaries	\$ (7,500.00)	\$ -			
2/1/2017	62 - Part-time Salaries	\$ (3,750.00)	\$ -			
2/1/2017	62 - Part-time Salaries	\$ (3,750.00)	\$ -			
2/1/2017	62 - Part-time Salaries	\$ (3,750.00)	\$ -			
3/1/2017	62 - Part-time Salaries	\$ (3,750.00)	\$ -			
	62 - Part-time Salaries	\$ (3,000.00)				
3/1/2017	62 - Part-time Salaries	\$ (3,750.00)	\$ -			
9/30/2015	63 - Part-Time Benefits	\$ (436.95)	\$ -			
9/30/2015	63 - Part-Time Benefits	\$ (227.06)	\$ -			
9/30/2015	63 - Part-Time Benefits	\$ (177.67)	\$ -			
9/30/2015	63 - Part-Time Benefits	\$ (4.71)	\$ -			
9/30/2015	63 - Part-Time Benefits	\$ (4.01)	\$ -			

9/30/2015	63 - Part-Time Benefits	\$ (0.48)	\$ -			
6/30/2016	63 - Part-Time Benefits	\$ (229.50)	\$ -			
6/30/2016	63 - Part-Time Benefits	\$ (224.68)	\$ -			
6/30/2016	63 - Part-Time Benefits	\$ (18.00)	\$ -			
6/30/2016	63 - Part-Time Benefits	\$ (7.50)	\$ -			
6/30/2016	63 - Part-Time Benefits	\$ (0.61)	\$ -			
9/30/2016	63 - Part-Time Benefits	\$ (710.84)	\$ -	Full- and Part-Time Salary and Benefits	\$ (150,931.92)	\$ -
10/31/2016	65 - Empl Moving Expenses	\$ (10,593.91)	\$ -			
10/31/2016	65 - Empl Moving Expenses	\$ (573.40)	\$ -			
10/31/2016	65 - Empl Moving Expenses	\$ (207.90)	\$ -			
10/31/2016	65 - Empl Moving Expenses	\$ (95.00)	\$ -			
10/31/2016	65 - Empl Moving Expenses	\$ (316.80)	\$ -	Employee Moving Expenses	\$ (11,787.01)	\$ -
8/25/2016	70 - Employee Travel - Lodging	\$ (218.00)	\$ -			
9/19/2016	70 - Employee Travel - Lodging	\$ (418.00)	\$ -			
10/31/2016	70 - Employee Travel - Lodging	\$ (832.47)	\$ -			
11/14/2016	70 - Employee Travel - Lodging	\$ (162.01)	\$ -			
11/14/2016	70 - Employee Travel - Lodging	\$ (124.81)	\$ -			
12/1/2016	70 - Employee Travel - Lodging	\$ (106.92)				
1/7/2017	70 - Employee Travel - Lodging	-	7.92			
8/15/2016	72 - Employee Airfare	\$ (566.53)	\$ -			
8/22/2016	72 - Employee Airfare	\$ (819.76)	\$ -			
10/1/2016	72 - Employee Airfare	\$ (880.73)	\$ -			
12/9/2016	72 - Employee Airfare	\$ (1,744.08)				
1/20/2017	72 - Employee Airfare	(635.40)				
1/21/2017	72 - Employee Airfare	(46.00)				
2/1/2017	72 - Employee Airfare	\$ (219.67)				
9/28/2016	73 - Registration & Conferences	\$ (695.00)	\$ -			
9/28/2016	73 - Registration & Conferences	\$ (350.00)	\$ -			
10/18/2016	73 - Registration & Conferences	\$ (275.00)	\$ -			
10/24/2016	73 - Registration & Conferences	\$ (250.00)	\$ -			
8/20/2016	74 - Employee Ground Transportation	\$ (6.95)	\$ -			
10/27/2016	74 - Employee Ground Transportation	\$ (21.75)	\$ -			

10/30/2016	74 - Employee Ground Transportation	\$ (19.30)	\$ -			
12/1/2016	74 - Employee Ground Transportation	\$ 29.49				
12/7/2016	74 - Employee Ground Transportation	\$ (974.57)				
12/14/2016	74 - Employee Ground Transportation	\$ (855.33)				
2/1/2017	74 - Employee Ground Transportation	\$ 196.85		Employee Travel Expenses	\$ (9,995.94)	\$ 7.92
12/22/2016	75 - Marketing and Communication	\$ (670.00)				
1/31/2017	75 - Marketing and Communication	\$ (4.94)		Marketing and Communication	\$ (674.94)	\$ -
11/19/2016	76 - Printing	(159.58)				
11/21/2016	76 - Printing	(26.71)				
1/18/2017	76 - Printing	(770.45)				
1/25/2017	76 - Printing	(15.00)		Printing	\$ (971.74)	\$ -
9/15/2015	77 - Telephone Charges	\$ (66.00)	\$ -			
10/6/2015	77 - Telephone Charges	\$ (34.90)	\$ -			
10/30/2015	77 - Telephone Charges	\$ (30.58)	\$ -			
11/30/2015	77 - Telephone Charges	\$ (7.83)	\$ -			
1/11/2016	77 - Telephone Charges	\$ (7.38)	\$ -			
6/30/2016	77 - Telephone Charges	\$ (24.68)	\$ -			
10/31/2016	77 - Telephone Charges	\$ (24.06)	\$ -			
11/1/2016	77 - Telephone Charges	(36.80)				
12/1/2016	77 - Telephone Charges	\$ (37.75)				
1/1/2017	77 - Telephone Chanrges	\$ (42.48)		Telephone Charges	\$ (312.46)	
9/1/2016	78 - Office Supplies	\$ (84.73)	\$ -			
10/11/2016	78 - Office Supplies	\$ (15.00)	\$ -			
10/13/2016	78 - Office Supplies	\$ (124.18)	\$ -			
11/5/2016	78 - Office Supplies	(10.94)				
11/19/2016	78 - Office Supplies	(71.57)				
11/29/2016	78 - Office Supplies	\$ (599.00)				
12/14/2016	78 - Office Supplies	\$ (79.80)				
1/22/2017	78 - Office Supplies	\$ (97.72)				

1/25/2017	78 - Office Supplies	(73.74)				
9/1/2016	79 - Office Eq/Furn - Non-cap	\$ (3,597.00)	\$ -			
9/1/2016	79 - Office Eq/Furn - Non-cap	\$ (2,697.53)	\$ -			
9/1/2016	79 - Office Eq/Furn - Non-cap	\$ (257.99)	\$ -			
1/1/2017	79 - Office Eq/Furn - Non-cap	(1,502.76)				
1/10/2017	79 - Office Eq/Furn - Non-cap	(78.95)				
1/11/2017	79 - Office Eq/Furn - Non-cap	(54.70)				
1/17/2017	79 - Office Eq/Furn - Non-cap	-	19.98			
1/18/2017	79 - Office Eq/Furn - Non-cap	(17.98)		Office Supplies, Furniture and Equipment	\$ (9,363.59)	\$ 19.98
8/3/2015	80 - Board Member Air Transportation	\$ (3,176.80)	\$ -			
8/3/2015	80 - Board Member Air Transportation	\$ (794.20)	\$ -			
8/3/2015	80 - Board Member Air Transportation	\$ (501.20)	\$ -			
8/3/2015	80 - Board Member Air Transportation	\$ (442.70)	\$ -			
8/3/2015	80 - Board Member Air Transportation	\$ (96.00)	\$ -			
8/3/2015	80 - Board Member Air Transportation	\$ (96.00)	\$ -			
9/1/2015	80 - Board Member Air Transportation	\$ (1,243.70)	\$ -			
9/1/2015	80 - Board Member Air Transportation	\$ (932.70)	\$ -			
9/1/2015	80 - Board Member Air Transportation	\$ (639.29)	\$ -			
9/1/2015	80 - Board Member Air Transportation	\$ (109.00)	\$ -			
9/1/2015	80 - Board Member Air Transportation	\$ (99.00)	\$ -			
9/1/2015	80 - Board Member Air Transportation	\$ (53.00)	\$ -			
9/1/2015	80 - Board Member Air Transportation	\$ (39.00)	\$ -			
9/6/2015	80 - Board Member Air Transportation		\$ 39.00			

9/6/2015	80 - Board Member Air Transportation		\$ 53.00			
9/6/2015	80 - Board Member Air Transportation		\$ 99.00			
9/9/2015	80 - Board Member Air Transportation	\$ (531.60)	\$ -			
11/2/2015	80 - Board Member Air Transportation	\$ (193.10)	\$ -			
11/16/2015	80 - Board Member Air Transportation	\$ (1,941.80)	\$ -			
11/16/2015	80 - Board Member Air Transportation	\$ (1,941.80)	\$ -			
5/4/2016	80 - Board Member Air Transportation	\$ (3,240.96)	\$ -			
5/4/2016	80 - Board Member Air Transportation	\$ (3,230.72)	\$ -			
9/29/2016	80 - Board Member Air Transportation	\$ (714.70)	\$ -			
9/29/2016	80 - Board Member Air Transportation	\$ (574.70)	\$ -			
9/29/2016	80 - Board Member Air Transportation	\$ (388.70)	\$ -			
9/29/2016	80 - Board Member Air Transportation	\$ (40.00)	\$ -			
9/29/2016	80 - Board Member Air Transportation	\$ (40.00)	\$ -			
9/29/2016	80 - Board Member Air Transportation	\$ (40.00)	\$ -			
12/11/2016	80 - Board Member Air Transportation	\$ (5,096.69)	\$ -			
10/31/2016	80 - Board Member Lodging	\$ (457.55)	\$ -			
6/14/2015	81 - Board Member Lodging	\$ (521.41)				
6/14/2015	81 - Board Member Lodging	\$ (218.00)				
8/18/2015	81 - Board Member Lodging	\$ (193.53)	\$ -			
8/18/2015	81 - Board Member Lodging	\$ (193.53)	\$ -			
9/1/2015	81 - Board Member Lodging	\$ (624.36)	\$ -			
9/1/2015	81 - Board Member Lodging	\$ (624.36)	\$ -			
9/1/2015	81 - Board Member Lodging	\$ (624.36)	\$ -			

9/1/2015	81 - Board Member Lodging	\$ (624.36)	\$ -			
9/1/2015	81 - Board Member Lodging	\$ (624.36)	\$ -			
9/1/2015	81 - Board Member Lodging	\$ (624.36)	\$ -			
9/1/2015	81 - Board Member Lodging	\$ (193.53)	\$ -			
9/1/2015	81 - Board Member Lodging	\$ -	\$ 14.95			
9/9/2015	81 - Board Member Lodging	\$ (12.80)	\$ -			
10/2/2015	81 - Board Member Lodging	\$ (287.97)	\$ -			
10/2/2015	81 - Board Member Lodging	\$ (218.00)	\$ -			
10/7/2015	81 - Board Member Lodging	\$ (2,496.44)	\$ -			
11/17/2015	81 - Board Member Lodging	\$ (265.07)	\$ -			
3/2/2016	81 - Board Member Lodging	\$ (712.62)	\$ -			
3/7/2016	81 - Board Member Lodging	\$ (109.00)	\$ -			
3/21/2016	81 - Board Member Lodging	\$ (74.00)	\$ -			
3/31/2016	81 - Board Member Lodging	\$ (872.00)	\$ -			
4/4/2016	81 - Board Member Lodging	\$ (138.00)	\$ -			
4/5/2016	81 - Board Member Lodging	\$ (646.70)	\$ -			
9/8/2016	81 - Board Member Lodging	\$ (114.00)	\$ -			
12/14/2016	81 - Board Member Lodging	\$ (545.00)				
9/8/2015	82 - Board Member Meals	\$ (812.72)	\$ -			
9/8/2015	82 - Board Member Meals	\$ (22.24)	\$ -			
10/9/2015	82 - Board Member Meals	\$ (690.00)	\$ -			
3/21/2016	82 - Board Member Meals	\$ (180.00)	\$ -			
3/29/2016	82 - Board Member Meals	\$ (206.00)	\$ -			
5/4/2016	82 - Board Member Meals	\$ (645.85)	\$ -			
7/6/2016	82 - Board Member Meals	\$ (34.46)	\$ -			
7/6/2016	82 - Board Member Meals	\$ (11.86)	\$ -			
7/6/2016	82 - Board Member Meals	\$ (8.00)	\$ -			
7/6/2016	82 - Board Member Meals	\$ (5.89)	\$ -			
7/7/2016	82 - Board Member Meals	\$ (43.24)	\$ -			
7/7/2016	82 - Board Member Meals	\$ (7.98)	\$ -			
7/18/2016	82 - Board Member Meals	\$ (30.33)	\$ -			
7/19/2016	82 - Board Member Meals	\$ (100.00)	\$ -			
7/20/2016	82 - Board Member Meals	\$ (40.66)	\$ -			
9/21/2016	82 - Board Member Meals	\$ (238.50)	\$ -			
12/15/2016	82 - Board Member Meals	\$ (23.22)	\$ -			
1/25/2017	82 - Board Member Meals	\$ (700.50)	\$ -			

9/1/2015	83 - Board Member Ground Transportation	\$ (260.04)	\$ -			
9/1/2015	83 - Board Member Ground Transportation	\$ (250.24)	\$ -			
9/1/2015	83 - Board Member Ground Transportation	\$ (194.66)	\$ -			
9/1/2015	83 - Board Member Ground Transportation	\$ (182.68)	\$ -			
12/5/2016	83 - Board Member Ground Transportation	\$ (280.80)				
12/14/2016	83 - Board Member Ground Transportation	\$ (55.08)				
1/18/2017	83 - Board Member Ground Transportation	\$ (179.28)				
2/1/2017	83 - Board Member Ground Transportation	\$ (278.20)		Board Member Expenses	\$ (43,796.83)	\$ 205.95
12/14/2016	84 - Board Member Expenses	\$ (101.73)				
9/7/2016	85 - Data Processing/Tech & Supplies	\$ (180.00)	\$ -			
9/27/2016	85 - Data Processing/Tech & Supplies	\$ (251.96)	\$ -			
9/27/2016	85 - Data Processing/Tech & Supplies	\$ (178.00)	\$ -			
9/27/2016	85 - Data Processing/Tech & Supplies	\$ (2.00)	\$ -			
10/5/2016	85 - Data Processing/Tech & Supplies	\$ (1,392.58)	\$ -	Data Processing	\$ (2,303.69)	\$ -
10/6/2016	85 - Data Processing/Tech & Supplies	\$ (299.15)	\$ -			
8/3/2015	87 - Licenses and Subscriptions	\$ (49.41)	\$ -			
9/1/2015	87 - Licenses and Subscriptions	\$ (260.00)	\$ -			
10/1/2015	87 - Licenses and Subscriptions	\$ (7,000.00)	\$ -			
	87 - Licenses and Subscriptions	\$ (7,000.00)				
10/12/2015	87 - Licenses and Subscriptions	\$ (650.00)	\$ -			
1/7/2016	87 - Licenses and Subscriptions	\$ (520.00)	\$ -	Licenses and Subscriptions	\$ (15,518.41)	\$ -
10/4/2016	87 - Licenses and Subscriptions	\$ (39.00)	\$ -			
10/29/2015	88 - Other Professional Services	\$ (6,000.00)	\$ -			

10/29/2015	88 - Other Professional Services	\$ (489.37)	\$ -			
3/11/2016	88 - Other Professional Services	\$ (26,133.00)	\$ -			
9/30/2016	88 - Other Professional Services	\$ (28,252.34)	\$ -			
10/31/2016	88 - Other Professional Services	\$ (31,983.32)	\$ -			
10/21/2016	88 - Other Professional Services	\$ (272.80)				
	88 - Other Professional Services	\$ (21.50)				
1/23/2017	88 - Other Professional Services	(25.00)				
1/26/2017	88 - Other Professional Services	(220.00)		Other Professional Services	\$ (93,597.33)	\$ -
1/26/2017	88 - Other Professional Services	(200.00)				
9/1/2016	90 - Building Repair & Maint	\$ (47.00)	\$ -	Building Repair and Maintenance	\$ (141.00)	\$ -
2/1/2017	90 - Building Repair & Maint	\$ (94.00)				
2/1/2016	92 - Shipping and Receiving	\$ (4.00)	\$ -			
5/13/2016	92 - Shipping and Receiving	\$ (4.69)	\$ -	Shipping and Receiving	\$ (18.57)	\$ -
8/20/2016	92 - Shipping and Receiving	\$ (9.88)	\$ -			
	TOTALS	\$ (352,289.58)	\$ 2,006,511.69		\$ (352,289.58)	\$ 2,006,511.69



University of Wyoming Trustees Education Initiative

Executive Director Report to Governing Board • March 2017

Gathering Stakeholder Input

TEI hosted a series of 10 Town Hall Meetings throughout Wyoming to gather stakeholder input on the College of Education and its programs. An online survey was created to gather input from those who were unable to attend any of the meetings. To date, 149 individuals have accessed the survey, with 42 providing narrative responses. The online survey remains open through March 16, 2017. Once the survey closes, a qualitative analysis will be performed on all the feedback from all Town Hall Meetings and the online survey opportunity.

TEI is conducting a focused study of Wyoming school administrators to gather their detailed perceptions on the preparedness of novice teachers graduating from the University of Wyoming College of Education. The study will include phone interviews and a subsequent qualitative analysis.

Researching and Developing Proposals for Implementation

The Research Work Groups in Sequence I, College of Education, Elementary Education, and Special Education, have begun the research protocol that will guide the development of proposals for implementation of new practices. These three groups are in the process of identifying high-performing programs for evaluation and site visits.

- To date, the College of Education Research Work Group is:
 - evaluating currently available stakeholder input from surveys and Town Hall Meetings;
 - conducting a study of Wyoming school administrators regarding their perceptions of novice educators graduating from the University of Wyoming College of Education;
 - evaluating candidate outcomes;
 - considering the potential benefit of centralizing the coordination of field experiences into one office at the College;
 - considering the expansion of available field experiences across the state;
 - evaluating the potential of developing a lab where candidates could view teachers and classrooms through virtual technology; and
 - identifying five potential programs for site visits, including at least one regional competitor.
- To date, the Elementary Education Research Work Group is:
 - reviewing current practices in the program, including field experiences, pedagogical preparation, content preparation, coursework sequence, facilities, and integration of instructional technology;
 - evaluating the potential of revamping the seminar program including developing a set curriculum for these classes to ensure a focus on pedagogy;
 - considering the inclusion of a course integrating science and mathematics with a STEM focus;
 - evaluated potential changes to the Areas of Concentration requirements, including elimination of these requirements and replacement with a content area minor;
 - considering changes to the selection process for mentor teachers, including the possibility of an application process;

- evaluating potential changes in compensation for mentor teachers;
 - evaluating the benefit of expansion of placement sites for field experiences;
 - examining the program's assessment system;
 - considering a curriculum mapping process to better define current courses and create more consistency across courses; and
 - identifying five potential programs for site visits, including at least one regional competitor.
- To date, the Special Education Research Work Group is:
 - surveying Special Education Directors throughout Wyoming to gather feedback on a variety of program options for preparation of Special Education teachers, e.g., undergraduate, dual licensure;
 - identifying five potential programs for site visits, including at least one regional competitor; and
 - engaging with a partnership of the National Network for Educational Renewal and multiple universities throughout the nation seeking competitive grant through a United States Department of Education (USDOE) grant to support full-year student teaching residencies in selected partner school districts. Bank Street University College of Education (New York) is coordinating the development of the proposal. The Wyoming district partners are Sheridan County District No. 2 (Sheridan); Fremont County District No. 25 (Riverton); and Laramie County District No. 1 (Cheyenne).

Sequence II Research Work Groups, School Counselor Education, Early Childhood Education, and Instructional Facilitator, will begin their work in June 2017. The Sequence III Research Work Groups, Instructional Technology, Secondary Education, and Educational Leadership, will commence in Fall 2017.

As the work of the Research Work Groups progresses, additional goals, objective, strategies, and tactics will be submitted to the TEI Governing Board to be evaluated for inclusion in the TEI Strategic Plan.

Raising Awareness for the Initiative

To increase awareness of the Trustees Education Initiative, its vision, mission, and goals, the TEI Executive Director:

- created and maintains an [online web presence for TEI](#) through the University of Wyoming web site and developed a [UWTEI Facebook page](#) to promote Town Hall Meetings and other events;
- provided interviews to Wyoming Public Radio;
- participates in the Wyoming School University Partnership statewide meetings; and
- participates in the Wyoming State System of Support Collaborative statewide meetings at the invitation of the State Superintendent of Education.

Formalizing Organizational Structures and Processes

The Trustees Education Initiative (TEI) has completed the following in establishing its governance structure and processes:

- established a [TEI Governing Board](#) and a Governing Board Executive Committee;
- developed and adopted a TEI [Vision Statement and a Mission Statement](#);
- recruited and hired a TEI Executive Director to lead the initiative;
- recruited and hired TEI support personnel;
- engaged an evaluation expert, Marzano Research, to support the TEI Research Work Groups;

- adopted an [initial 2016-2020 Strategic Plan](#), which includes: Vision; Mission; Initiative College Goals; Initiative Program Goal; Initiative Annual Budget Detail; Initiative Timeline, Milestones, and Activities; and Initiative Research Plan;
- established a 75-member [Wyoming Stakeholder Feedback Group](#) to provide feedback via surveys;
- established nine [TEI Research Work Groups](#): College of Education, Elementary Education; Special Education; Early Childhood Education; Counselor Education; Educational Leadership; Secondary Education; Instructional Technology; and Instructional Facilitator; each comprised of education stakeholders throughout Wyoming;
- established a [TEI Coordinating Council](#) comprised of education stakeholders throughout Wyoming to evaluate and respond to proposals emerging from the Research Work Groups;
- drafted an inventory of desired expertise to be represented on at TEI National Advisory Board; and
- developed protocols, forms, and reviewer instruments to support the TEI Research Work Group proposal vetting, submission, evaluation, and disposition processes.

Building Partnerships for Funding and Support

- gained funding support from The Daniels Fund, garnering the largest single award in the Fund's history;
- developed and begun implementation of a plan to gain required matching fund support from public and private funding sources;
- met with the Joint Education Committee of the Wyoming Legislature, leaders of the Wyoming Professional Teaching Standards Board, school district leaders and teachers, and the Wyoming Business Alliance to seek support for the Initiative and its mission;
- provided insights to inform the development of the Wyoming Consolidated State Plan under the Federal Every Student Succeeds Act; and
- drafted a fund development fund to garner funding support to support the work of TEI and meet the matching requirements of the Daniels fund grant.

Driving Toward the TEI Vision and Mission

Based on an analysis of the College of Education's strengths, weaknesses, opportunities, and threats (SWOT), this initial set of goals, strategies, objectives, and tactics is included in the initial version of the [TEI Strategic Plan](#):

- I. The University of Wyoming will be the preferred educator preparation provider for Wyoming residents who aspire to a career in education.
- II. The University of Wyoming College of Education programs will be accessible via regional delivery or online course delivery throughout all geographic regions of Wyoming.
- III. The University of Wyoming College of Education, in partnership with school districts, will provide current, relevant field and clinical experiences (including student teaching) that prepare completers to support K-12 student success in the 21st century classroom.
- IV. The hiring practices of Wyoming school districts will demonstrate a preference for University of Wyoming College of Education completers over completers of other programs.
- V. The College of Education organizational structure and infrastructure will support candidate experiences and innovative practices emblematic of a nationally pre-eminent educator preparation provider.



Proposed Edits to Trustees Education Initiative (TEI) Mission Statement

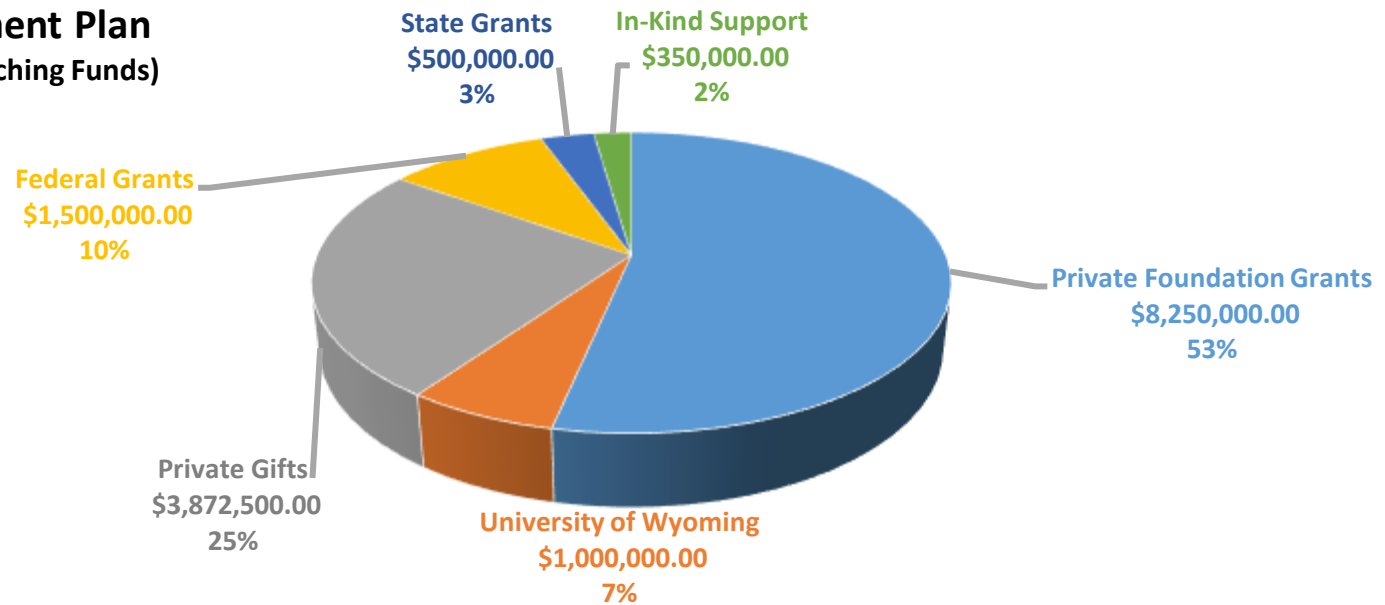
Mission

The TEI mission is that through extensive evaluation and adaptation of national best practices, TEI will recommend, and the College of Education will implement practices through which the College will prepare and graduate preeminent **P-12** professional educators. These highly skilled **P-12** teachers will spread throughout Wyoming's **P-12** system, ultimately resulting in high school graduates who are among the most skilled and best educated in the nation. These high school graduates will drive Wyoming's cultural and economic engine into the future.

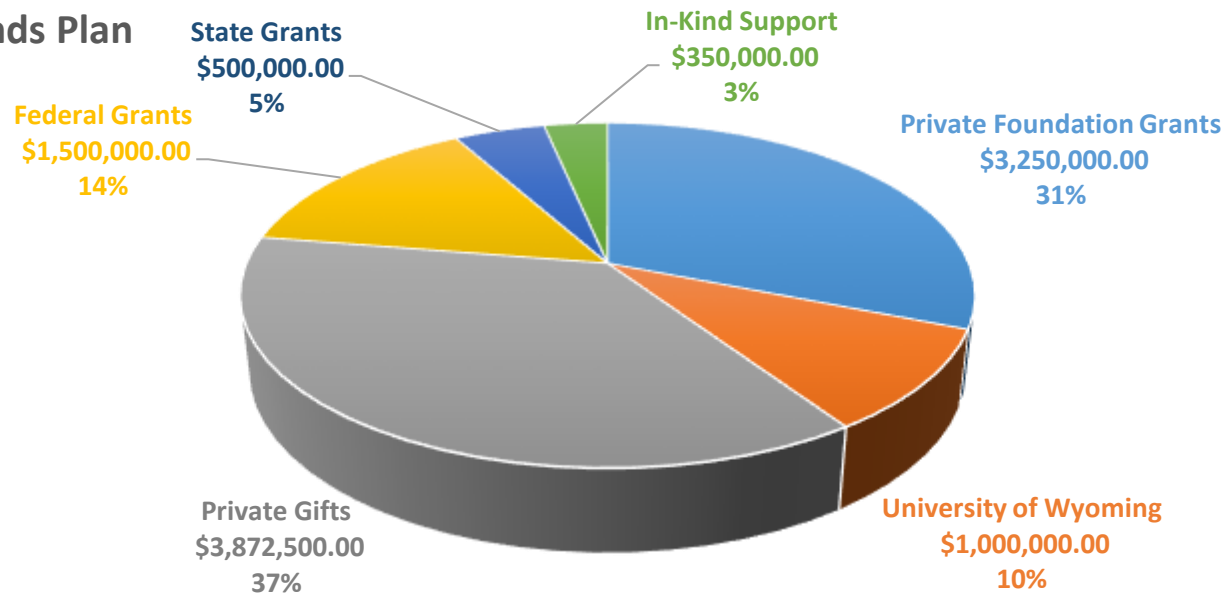
Background:

- The proposed edits emerged from a discussion at a TEI Coordinating Council meeting. The concern with having the term K-12 in the mission statement is that it excludes the work of the Early Childhood Research Work Group and fails to acknowledge the importance of foundations in early learning to students' long-term success.
- Of note, the origin of the reference to K-12 in the TEI Mission Statement is that the TEI grant from the Daniels Fund is through its [K-12 Education Reform Funding Area](#).

TEI Fund Development Plan (Total Daniels Fund + Matching Funds)



TEI Matching Funds Plan



Trustees Education Initiative Fund Development Progress to Date

Source	Amount	# Needed	# of Gifts/Pledges Received	Total Need	Total Pledged/Received	Remaining Need	Notes
Private Foundation Grant	\$5,000,000.00	1	1	\$5,000,000.00	\$5,000,000.00	\$-	Daniels Fund Grant
Private Foundation Grant	\$1,000,000.00	2	0	\$2,000,000.00	\$-	\$2,000,000.00	
University of Wyoming	\$1,000,000.00	1	0	\$1,000,000.00	\$-	\$1,000,000.00	Deans Discretionary Fund
Private Gift	\$500,000.00	3	0	\$1,500,000.00	\$-	\$1,500,000.00	
Federal Grants	\$500,000.00	3	0	\$1,500,000.00	\$-	\$1,500,000.00	Applying for USDOE Grant
Private Foundation Grant	\$250,000.00	3	0	\$750,000.00	\$-	\$750,000.00	
Private Gift	\$250,000.00	5	0	\$1,250,000.00	\$-	\$1,250,000.00	
Private Foundation Grant	\$100,000.00	2	0	\$200,000.00	\$-	\$200,000.00	
Private Gift	\$100,000.00	5	0	\$500,000.00	\$-	\$500,000.00	
State Grants	\$50,000.00	10	2	\$500,000.00	\$100,000.00	\$400,000.00	State Match for #182551 and #21561
Private Foundation Grant	\$50,000.00	3	2	\$150,000.00	\$100,000.00	\$50,000.00	#166695, #182551
Private Gift	\$50,000.00	7	0	\$350,000.00	\$-	\$350,000.00	
In-Kind Support	\$50,000.00	4	0	\$200,000.00	\$-	\$200,000.00	UW Faculty and Staff working on TEI
Private Gift	\$50,000.00	3	1	\$150,000.00	\$50,000.00	\$100,000.00	#21561
Private Foundation Grant	\$30,000.00	4	0	\$120,000.00	\$-	\$120,000.00	
In-Kind Support	\$30,000.00	5	0	\$150,000.00	\$-	\$150,000.00	
Private Foundation Grant	\$10,000.00	3	2.7481	\$30,000.00	\$27,481.00	\$2,519.00	#261943
Private Gift	\$10,000.00	10	5.5	\$100,000.00	\$55,000.00	\$45,000.00	#16951; #21360; #75467; #8467 (2.5);
Private Gift	\$1,000.00	10	0	\$10,000.00	\$-	\$10,000.00	
Private Gift	\$500.00	15	0	\$7,500.00	\$-	\$7,500.00	
Private Gift	\$250.00	20	0	\$5,000.00	\$-	\$5,000.00	
TOTAL				\$15,472,500.00	\$5,332,481.00	\$10,140,019.00	