NCPFP Commission Meeting

April 28, 2022

9:00 - 11:00 am

Conducted by use of simultaneous communication (via Zoom)

Attendees:

Dr. Eddie Price, Dr. Tony Stewart, Brenda Berg, Dr. Wendy Cabral, Dr. Jackie Ennis, Pamela Huffman, Dr. Ethan Lenker, Gov. Sonja Nichols, Dr. Olivia Oxendine, Dr. Shirley Prince, Mike Ray, Dr. Melba Spooner, Mamie Sutphin, Dr. Jim Watson

Welcome & Housekeeping Review

Dr. Eddie Price welcomes everyone and thanks Commission members for their attendance at today's meeting and then reviews the following:

1. *Conflict of Interest Statement*
    - Dr. Eddie Price reads conflict of interest statement
    - No commissioner notes any conflicts of interest
2. *Open Meetings Act Amendment*
    - Dr. Eddie Price addresses the Open Meetings Act with everyone.
3. Ethics Act Reminder
    - Dr. Eddie Price reminds members of the requirements to submit an annual SEI and to complete their biennial ethics training course. Dr. Stewart will remind each member of their status through email.
4. *Approval of today's proposed agenda*
    - Dr. Eddie Price asks members if there are any concerns or revisions needed for today's agenda. None are noted, but Dr. Eddie Price makes a recommendation that item number 13 on today's agenda be removed as it is no longer a program request at this time. He mentions that it may be up for discussion at a later date, however. Motion to approve the minutes is made by Mr. Ray and a second by Ms. Berg. Approved by unanimous vote.
5. *Approval of February 24, 2022 minutes*
    - Dr. Eddie Price asks members if there are any questions or concerns relative to our last meetings' minutes. Ms. Sutphin points out a potential typo on page four and a small correction is made. Motion to approve the minutes is made by Ms. Sutphin and a second by Mr. Ray. Approved by unanimous vote.

Previous Meeting Follow-up

6. *NCPFP Trust Fund Ongoing Balance*
    - Dr. Eddie Price reminds members that Betsy Rosakis was with us during the last meeting to review the NCPFP Trust Fund. We have created a slide deck that displays a seven-year forecast of how funds are being spent – allotments from state, program awards, and operating costs. The step by step design of the presentation shows how the Trust Fund is affected each year and will play an important role when it comes time to determine the amount of awards the next RFP will include. Dr. Eddie Price goes through each slide transition describing the funds coming in from the state, the amount programs used,

the operating costs and SEAA portion, and the remaining amount (if any) going back into the Trust.

- During the presentation, Dr. Eddie Price points out that during the RFP process for 2020-2026, annual operating expenses, as well as the cost SEAA requires, was not taken into account when awarding funds to programs. Therefore, that grant cycle will include a shortfall of $960,000/year. Even so, as a result of many programs requesting less than the annual appropriation, the impact is negligible. Additionally, Dr. Eddie Price explains where the "over expenditure" from FY22 as described by Betsy Rosakis and asked about by Brenda Berg came from – NC State University was awarded funds to fast track a cohort the first year of the grant in order to create odd-year graduates (in the amount of $749,979). That amount, however, will not be issued in 2027-28, evening out its impact on the Trust.
- Dr. Eddie Price also explains various caveats – why some programs have requested far less than the appropriated amount (pointing out carryover allowances, post-graduate coaching). He also explains why the recent appropriation of $1.5 million was not allocated in 2022-23, reminding members that the funds are specific for odd-year graduates. Programs do not want to sacrifice the quality of their preparation by reducing the amount of time they have with their students. Therefore, the first cohorts will begin in 2023-24.
- The final point made from this presentation includes the impact of these various transactions on the Trust over seven years. The final balance of the Trust would be approximately $6,891,239. This does not include any returned funds from individuals who pay back the scholarship loan if an eligible position is not secured.
- Mr. Ray asks about the operating expenses and if it's reasonable to expect those costs to remain flat or stagnant. Looking back at previous years may help with this determination. Otherwise, building in an additional 3-5% increase in those expenses may be more realistic.
- Dr. Eddie Price explains that the funds used by SEAA are legislated and based on a percentage. Additionally, he confirms that in the seven-year forecast we did not include any increased costs. He goes on to remind members that we submitted a proposal to the General Assembly to increase the operating costs when the need to create enhancements (e.g., Leadership Competencies Course) exists. Such projects may require us to spend more than the current yearly allotment of $800,000 but will not be needed every year. Once we receive word on that proposal, we'll ensure members are aware of the outcome.
- Dr. Shirley Prince asks if the Trust Fund is managed through any investment accounts or if interest is earned. Dr. Eddie Price responds that his understanding is that the Trust is interest yielding but those numbers are not included in the forecast. Additionally, funds are returning to the Trust when graduates do not secure eligible positions or fail to finish the program. We have requested some of that trend data from the NCSEAA and will be sure to add this information to the slide deck.
- Ms. Berg points out the size of the account and how attention can be drawn to it if not being spent down. She acknowledges that we have attempted to create content with Trust dollars previously and encourages us to continue advocating for similar use as all institutions benefit. Finding creative ways to

use the funds to support programs and add candidates should continue to be a priority.

- Dr. Eddie Price confirms that everything said so far is valid and will be points we need to address when we begin the process of issuing a new RFP. Commissioners will determine whether we award the same amount as the last grant cycle ($3,000,000) or choose a greater/lesser amount.
- Dr. Oxendine asks if the programs who've expressed interest in the odd year graduate funds will be operating within their awarded contract using the same model. Dr. Eddie Price confirms that this is the expectation; programs should not make substantive changes for these additional funds. He goes on to explain that we have asked programs to spend time discussing supply and demand needs in their geographic area with LEA partners.. We do not want to saturate an area with principal candidates when the need does not exist, particularly with a claw back requirement.
- Dr. Oxendine points out that this is an important topic that may be discussed further at the State Board of Education. She explains that the Commission would benefit from having data that illustrates the number of school leaders in geographic areas across the state. Moreover, working with PSUs and better understanding their principal needs in the next five years can, will help answer many questions. Dr. Eddie Price agrees and goes on to explain that as we meet with program directors, we emphasize the importance of that relationship between LEAs and EPPs for this very reason. As Fellows graduate, superintendents have committed to providing them with a position. Wayne Johnson (SEAA) and Dr. Eddie Price have conversations regularly about monitoring supply and demand to avoid repayment in cash.
- Dr. Oxendine asks which components of operating costs are most vulnerable to inflation. Dr. Eddie Price explains that enhancement costs would be one such area, although how the new model works for enhancement offerings will help with that. After providing state-wide PD, programs will incorporate the content – through enrichments or their own coursework. The number of offerings in a given year will also decrease as we align with Superintendent Truitt's Operation Polaris. Another increase pertains to phasing back in face-to-face training and meetings – for fuel and lodging, as an example.
- Dr. Shirley Prince discusses how important it is for us to receive as much data as we can on principal turnover. She suggests that Dr. Oxendine use her influence on the State Board of Education to request the data. Dr. Oxendine confirms that she will be asking about this information.
- Dr. Eddie Price provides a quick summary of how we have used attrition data for our calculations and acknowledges that there is variation in the number.
- Dr. Cabral, via chat, states that annual attrition data for principals is sent to DPI. Dr. Eddie Price states that we will reach out to Dr. Tomberlin at DPI to see if we can get those numbers.
- Ms. Berg thanks Dr. Oxendine for making the request. She informs the Commission that the BEST NC Facts and Figures publication is getting ready to come out and there's data on principal turnover in specific settings (high poverty) available. She also volunteers to create graphics, heat maps, etc., if we send any data we secure to her.
- Dr. Oxendine also wants to know more about the number of principal license holders around the state who might be vying for a position. Knowing how long they've held this license could be important to analyze. Dr. Eddie Price

informs members that we've already engaged in preliminary conversations with Dr. Tomberlin about that information. He confirms that there are many hidden messages within the data important for consideration.

- Dr. Cabral indicates that the number of educators with a principal license is not helpful in and of itself. She goes through a few examples to illustrate this. Those who have held a license for several years may not feel the timing is right for their specific family situation. Some hold a license and are not qualified for a leadership role.
- Dr. Lenker agrees completely, reiterating that some teachers who have a license will not be good principals.
- Dr. Watson points out that many central office staff hold a principal license, acknowledging the need to break the number down within a district – those in the school building those in the central office.
- Dr. Price, to summarize, states that those who "self-select" are out of our control, but we should be able to break the data down in such a way that provides some helpful insight.
- Dr. Oxendine points out that Dr. Tomberlin will be willing to help secure the data for whoever asks.
- Dr. Shirley Prince confirms her agreement with previous comments, pointing out her own experience as a superintendent. Some candidates were simply not the right fit or ready for leadership. For these reasons, it's important for the Commission to remain focused on the rigorous selection process of candidates and for us to monitor it. Dr. Eddie Price agrees and mentions why we were so adamant in the development of the additional funding application that programs provide evidence of their partnerships with LEAs and the collaborative selection process.

7. District Commitment Letter Updates

- Dr. Eddie Price points out that the first two items in this section are reminders for the Commission as we have already discussed them. In February we looked at the internship requirement piece of the commitment letter and voted on establishing a requirement that articulated a minimum of 1000 residency hours and up to 500 additional learning opportunity hours facilitated by the EPP.
- We have also discussed the next item in this section, making it clear that interns should be placed with effective mentoring principals. Dr. Eddie Price thanks members who assisted in the development of language that provides an option to do something different if there is a need.
- The final item here pertains to the AP Intern salary. We started a conversation around this but the Commission for feedback from our partners on a potential change to the model. Dr. Eddie Price reviews the current model which includes the state stipend, EPP-provided supplement and LEA-provided health benefits. Various supplements provided by the state to LEAs and differences in whether districts provide these to interns or not, has brought this funding plan back up for conversation. Challenges such as EPPs planning a six year budget around a number that changes regularly are also discussed.
- Dr. Eddie Price informs members that programs and LEA partners are in agreement with the change but had concerns about when the change would

take place. He goes on to explain that this would only occur at the start of a new contract.

- Dr. Watson also describes the additional challenge where some districts tie their supplement to annual salary and how difficult it is for EPPs to determine the correct figure. He also states that in most cases, districts would see a cost savings as a result of changing the model.
- Ms. Sutphin asks when the original plan was put into effect. Dr. Eddie Price states that it took place in 2021. She seeks clarification on what the original plan entailed and what the change means. Dr. Eddie Price explains that the change would include the LEA paying the local supplement portion of the salary and the EPP covering the health benefits.
- Dr. Stewart asks for a motion to approve the change in the commitment letter that states the responsibility of EPPs to provide health benefit costs and the school district to cover the cost of local supplements as part of the AP Intern's salary? Dr. Watson asks for clarity on when the change would go into effect. Dr. Stewart explains that when a new contract is issued, this change would occur. However, if both the EPP and LEA partner agree to start earlier with a new cohort, that would be acceptable. Dr. Watson makes a motion and Dr. Shirley Prince seconds the motion. Dr. Spooner asks about programs with a 2022-28 grant cycle and Dr. Stewart explains that only when a new contract is issued (e.g., 2028-2034) would this change start unless both parties agree to begin sooner.
- Motion is carried by unanimous vote.

8. *High-Need Schools and School Districts vs. Low Performing*

- Dr. Eddie Price explains that this section is purely informational and reminds members that we spoke about this during our last meeting. He goes on to explain that, at this time, the DPI does not have a list of schools identified as high-need and that the SEAA uses a list of low performing schools/districts, which is available on the DPI website. This is important as the Authority determines which PFs are eligible for half the service repayment obligation.
- Dr. Eddie Price informs the Commission we are comfortable with that being the documentation used, but reiterates it does not meet the legislated requirement of "high need".
- Dr. Shirley Prince explains that "low performing" is more stringent than what has been previously used and what was agreed to as the program merger was being designed. She points out that there is a definition in legislation with specific criteria (e.g., Title I, graduation rate percentage, etc.). Dr. Eddie Price confirms that this is in place, but the DPI has not developed a list of these schools and/or districts. Dr. Shirley Prince states that if we are only looking at low performing, we are leaving out other groups per the legislatively defined criteria. Dr. Eddie Price states that we can continue to work on these reports, comparing lists to determine eligibility. Dr. Shirley Prince offers her opinion that having more opportunities for PFs to fulfill their service obligation in two years was better than four.

- Dr. Eddie Price explains that we can continue to request from DPI that a high need list of schools and districts be developed if it is the will of the Commission.
- Ms. Berg points out that this is the law and that's simply what they must do. She also indicates that SEAA could make a request to DPI as well.
- Dr. Spooner supports what Dr. Shirley Prince discussed and reiterates that this is the law and we must adhere to it. She understands that it takes people power to make it happen, but it's a priority.
- Dr. Oxendine asks who we have been communicating with on this at DPI. Dr. Eddie Price responds that we have worked with Dr. Tomberlin. Dr. Oxendine suggests that we also include Dr. LaTricia Townsend as she would have insight as the Director of Federal Problems.
- Dr. Spooner expresses concern that down the road, we (as an EPP) may be faced with an issue that forces them to backpedal or react in a way that negatively impacts their candidates. She references recent communication from DPI around principal licensure. She makes it very clear that we should be following what is written in the law.
- Dr. Oxendine also suggests that Tammy Howard be added to our list of collaborators with her experience in Accountability at DPI.
- Dr. Eddie Price emphasizes that DPI wasn't unwilling or choosing to go a different direction with what is in legislation, but that they had plans at some point to produce this data. We can now circle back to DPI and inform them that we need to make this a priority and have spoken with the Commission, who fully agrees.
- Dr. Oxendine agrees that this would be a very appropriate request of DPI.

Program Updates

9. *Additional Odd Year Funding Requests*
    - Dr. Stewart thanks members for their participation in the development of the application and score sheet as part of the proposal process for additional odd year graduate funding. He informs the Commission that programs from the 2020-26 and 2022-28 grant cycles received the application and instructions on Wednesday, March 16th through email.
    - Members are informed that four programs have indicated their intent to submit an application by May 20th. Dr. Stewart will provide the applications to members no later than the following Monday, May 23rd so they can begin the scoring process. Additionally, a brief overview of the process will be provided to assist members in the scoring. Dr. Stewart acknowledges that members with a conflict of interest would be expected to recuse themselves from the scoring process.
    - Members are informed they will have time in June to meet with applicants as they present their proposals and engage in a question and answer period.

Commissioners are asked to submit their availability using the Doodle Poll link provided. If members are unable to attend, they are encouraged to send their questions to Dr. Eddie Price to be asked. Presentations will be recorded for those who will not be in attendance.

- Commissioners will have a few days after the presentations to finalize their scores. During the June 30th meeting, scores will be reviewed and decisions on which programs and the funding amount will be made. We plan to make award announcements on Friday, July 8th.

10. *Enhancements*

- Dr. Stewart reminds the Commission that they had an opportunity during our last meeting to view the feedback from Principal Fellow participants around the TregoED Critical Thinking Enhancement that took place in the Fall of 2021. Since our last meeting, programs have participated in the Intrepid Leadership professional development. Retired Colonel Kurt Buller and his team led a three-day workshop on value-driven leadership, understanding your why, finding (and staying) on your base, and how to work through the five dysfunctions of a team. Principal Fellows also completed Gallup's CliftonStrength Inventory and spent time digging into their individual results.
- Members have access to feedback from that experience. Participants thoroughly enjoyed this enhancement, and some cohort members have already started making plans to bring the team back to their school district to work with staff.
- Dr. Stewart reiterates the focus and alignment of our program enhancements with Superintendent Truitt's strategic plan, Operation Polaris. Beginning in 2022-23, we will provide the first of the four primary components of that plan – LETRS for Administrators – which focuses on the science of reading. Every two years, we will turn the evaluation data over to programs and begin a new enhancement (Competency Based Education, Social and Emotional Learning, and Human Capital. Our expectation, after these state-wide offerings have been provided, is that programs incorporate the content. They have the freedom to work directly with vendors, incorporate in their curriculum, or provide enrichments facilitated by their own faculty/staff, if able.
- Commissioners are reminded that the Leadership Competencies course will remain a standing enhancement as these training sessions are being rolled out.

11. *Reporting and Evaluation*

- Commission members are provided with an update on program reporting and evaluation efforts. Data-collection spreadsheets were provided a few months ago and are due in June. Program evaluation questionnaires are due tomorrow, and student surveys are being deployed based on university feedback – some have already been sent, while others will go out in May. These data will be analyzed and presented to the Commission during the October meeting.

12. *Class 27 Celebration*

- The final update provided to Commissioners pertained to the upcoming Class 27 Celebration. Dr. Stewart informs members the Save the Date information was sent out over a month ago and we have almost 200 who've RSVP'd. The event takes place virtually on Thursday, May 19th at 4:00 PM. The celebration will be recorded and added to our website.

Miscellaneous

13. *Grant Cycle Carryover for Reauthorized Programs*

This agenda item was removed at the beginning of today's meeting.

14. *Title Change for Tony Stewart*

- Dr. Eddie Price informs members that the original post in which Dr. Stewart was hired (coordinator) also included the intent to transition to manager after one year. He further explained the organization of similar programs at the System Office (such as the Teaching Fellows Program) and a desire to align our program in the same fashion. He explains that the Teaching Fellows Program has a Director and an Assistant Director. He makes a recommendation to change Dr. Stewart's title to Assistant Director and clarifies that no increase in salary is being considered. Dr. Shirley Prince makes a motion and Dr. Spooner seconds. Motion carries with unanimous vote.

Adjournment

15. *Adjournment*

- Dr. Stewart thanks everyone for their attendance and engagement in today's meeting. He reminds members that our next scheduled meeting will take place on Thursday, June 30, 2022 at 9:00 am. This meeting will take place in person, but also via Zoom for those unable to attend in Raleigh. Dr. Stewart also reminds the Commission to add their availability to the Doodle Poll so we can schedule two separate sessions for proposal presentations in early June. He also reminds members these will be recorded if unable to attend.

- Dr. Stewart states that today's business has concluded unless there are any additional questions or comments. Hearing none, Dr. Stewart asks for a motion to adjourn the meeting. The motion carries with unanimous vote.

Votes Captured

Commission Member	Vote 1 Approval of Proposed Agenda	Vote 2 Approval of February 24, 2022 minutes	Vote 3 Approval of Local Supplement and Health Benefits Responsibilities Change in Commitment Letter	Vote 4 Approval of Tony Stewart's Title Change to Assistant Director
Brenda Berg	Yes	Yes	Yes	Yes
Wendy Cabral	N/A	N/A	Yes	Yes
Leah Carper	N/A	N/A	N/A	N/A
Jackie Ennis	Yes	Yes	Yes	Yes
Pamela Huffman	Yes	Yes	Yes	Yes
Ethan Lenker	Yes	Yes	Yes	Yes
Sonja Nichols	N/A	N/A	N/A	N/A
Olivia Oxendine	N/A	N/A	Yes	Yes
Shirley Prince	Yes	Yes	Yes	Yes
Mike Ray	Yes	Yes	Yes	Yes
James Roberts	N/A	N/A	N/A	N/A
Melba Spooner	Yes	Yes	Yes	Yes
Mamie Sutphin	Yes	Yes	Yes	Yes
Jim Watson	N/A	N/A	Yes	Yes