

STATE OF CONNECTICUT
EDUCATOR PREPARATION AND CERTIFICATION BOARD
Regulations Ad Hoc Committee Meeting Minutes
September 19th, 2025 3:15-4:15

Call to Order: 3:20PM

Attendance: (*All Virtual*): Jen Rodriguez (Ad Hoc Chair), Margaret Gustason, Patrice McCarthy, Sara Lahr Fitzsimons, Kristen Basiaga

Absentees: Dr. Katherine Roe

Guests: (*All Virtual*) Julianne Frost, SDE; Kaylan Ricciardi, SDE, Christopher Tromby, Lauren Tafrate, SDE joined the meeting at 3:41pm.

Approval of Agenda – Approved

Approval of Meeting Minutes – (September 5th, 2025) Approved by consensus without edits.

Review of August 11th, Board Notes on Regulations – (August 11th, 2025) – ad hoc Chair reminded committee members that the notes are maintained for future reference by the committee.

Action on Regulations Presented – Kristen Basiaga began her presentation by reminding committee members that sunseting regulations must be reinstated by the board. This information was provided to the board by SDE staff that reiterated the board would be required to establish items that should be maintained in the regulations by going through the regulatory process again.

Section 145-d-400 was not included in the presentation (Professional Responsibility) because that function will be addressed by CACTPS (CT Advisory for Teacher Professional Standards) group

- Regulations must coincide with existing law. The board must update regulations that reflect current statutes.
- If the board decides there are regulations that it deems require change it can make that recommendation to the legislature to consider and amend as this function is within the board's purview.
- The board's modernizing function is to review regulations, draft and suggest legislation for the Education Committee to follow.
- Section 145d-401 requires reinstated into the regs because it covers certification requirements for working in public schools.
- Section 145d-402 – Educator musts apply for application.

403 (b) – Identifies which items are required for completing the application. This section should be maintained as it coincides with statute sec. 10-145(d). The board could draft a legislative proposal that would remove the fee.

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- SDE staff provide information regarding application fee schedules as established by SDE. Updated fee schedules will be provided by SDE. Application fees are collected by SDE.
- Section 145d-403(g) – The committee reviewed the language regarding documents are required for submittal by applicants.
- Section 145d-407 (b)– defines local boards of education requirements for verifying applicants possess the necessary certifications for employment. The CEPCB reviewed this regulation and determined that this responsibility is appropriate for local boards of education to supervise. (d) The CEPCB reviewed this section at its August meeting. The board determined that the section that covers the application process initial -to professional and indicates whether an applicant is successful.
- EDS system is available for verification of applicant credentials, but the board recognized the need for considering and recommending the modernization of electronic verification systems in the regulations.
- The committee concluded that its recommendations for the previously reviewed sections under Section 145d-407(d) instead of or in addition to submitting a signed statement an electronic attestation as defined by the agency.
- Remove the “provisional teaching language.
- The committee recommends clarification of the language of section 145d-407(h) to specify when a bilingual endorsement is issued it should require the educator to work in the language for which she is certified as bilingual.
- The board determined that section 145d- 403(i) of the regulation matches the current law which permits a substitute teacher that does not possess a bachelor’s degree may continue her employment in a public school district by completing an online form.

Discussion Ensued

- The committee discussed maintaining section 145d-409 re: the validity of certificates and possible updates. The three types of certificates were issued by the board (7.1.1998 - 6.30.2025): Initial Educator, Provisional Educator, Professional Educator; Provisional Educator Certificates issued prior to July 1st, 2025 would continue to be valid until their date of expiration.
- Section 145d-420 The committee discussed retaining this section as it is important to have substitute teacher authorizations.
- Section 145d-434 - Committee members recommend reinstatement of this sunset regulation as the grade spans have changed to PreK-Grade 12. This certificate should add Adult Education in this section.

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- Sec. 10-145d-608 – The committee strongly recommends reinstating this section to the regulations for maintaining educators in the teaching pool.

Kristen Basiaga motioned to move all of the regulations in the document forward to the CEPCB with edits for 403(b); to remove 404-7(d) to add the words or electronic adaptation as defined by the agency to remove 407 (b) provisional teaching to include the wording from Julianne Frost in the chat from July 1st, 1998 to June 30th, 2025.

Three types of certifications were issued by the board listing: initial educator, provisional, educator, professional educator: the provisional educator certificates issued prior to July 1, 2025 will continue to be valid until their dates of expiration. Section 420 to change the days from forty days to sixty days and remove certificate of eligibility; in 481 to change the authorization to go from Pre-K to twelve; the extended Adult Education is in a later section.

The motion was by Sarah Lahr Fitzsimons

Vote: Unanimous

The motion carried.

Adjournment: The meeting was adjourned at 4:24