

Standard 27

The unit must: (1) meet the applicable requirements in this chapter, chapter 8710, and Minnesota Statutes, chapter 122A; (2) administer all licensure programs as approved; (3) ensure information submitted to the board as part of the unit approval process and program approval process is not misleading, false, or fraudulent; (4) comply with state and federal data practices laws; and (5) maintain an assessment system that enables storing, tracking, and reporting to meet state and federal annual data submission requirements.

As a Tribal and Community College committed to preparing effective, culturally grounded educators, FDLTCC recognizes the importance of maintaining full compliance with state requirements and upholding the highest standards of accuracy, transparency, and ethical practice. Standard 27 reflects responsibilities that are foundational to the integrity of a teacher preparation program. These responsibilities—administering programs as approved, following state and federal laws, ensuring data accuracy, and maintaining a strong assessment system—are built into the daily operations and long-term planning of the Elementary Education Unit.

Meeting All State Requirements and Administering Approved Programs

FDLTCC ensures all teacher preparation activities are aligned with Minnesota Rules chapters 8705 and 8710 and with Minnesota Statutes chapter 122A. Program curriculum, assessments, field experiences, and licensure documentation all reflect these requirements. We maintain records including program planners, course outlines, assessment plans, and syllabi. Any changes to coursework, program structure, or assessments undergo internal review with the Program Coordinator, Dean, faculty, and AASC committee to determine whether approval is required. No revisions are implemented without ensuring they align to licensure standards and preserve program integrity. (Evidence: [Minnesota Rules chapters 8705 and 8710](#) and [with Minnesota Statutes chapter 122A](#), [Course Outlines PDF | FDLTCC | Cloquet MN](#) , [Program Planners - Fond du Lac Tribal & Community College](#) , [Syllabus example: FDLTCC HLTH 2100 Syllabus with dates kp 2023](#), [2023-2024 FDLTCC Elementary Education Field Experience and Student Teaching Handbook](#) pg. 49 (Appendix G: Transition Point Data), AASC meeting example: [AASC Sept 5 2025 Minutes.pdf](#))

Ensuring Accuracy and Integrity in All Information Submitted to PELSB

FDLTCC has a strong internal system for reviewing all reports and documents prior to submission to PELSB. The Program Coordinator, Education Facilitator, IFO Faculty, and Dean each review draft submissions to ensure information is correct, complete, and fully aligned with approved program structures. This verification process helps prevent errors or misleading statements and reinforces a culture of accuracy and honesty in all official communication. Licensure recommendations also undergo thorough review. Candidate records—including transcripts, clinical evaluations, EDPTA completion, and disposition ratings—are checked by the Education Facilitator, Dean, IFO Faculty, and Program Coordinator to ensure all requirements have been met. Only complete and verified files are submitted to PELSB for licensure. (Evidence: [License-Application-Walkthrough-Spring-2024.pdf](#), [2023-](#)

Compliance With State and Federal Data Practices Laws

Protecting candidate data is a core responsibility of the unit. FDLTCC complies with FERPA and the Minnesota Government Data Practices Act through a combination of institutional safeguards and unit-level procedures. Candidate information is stored on secure servers with limited access, and faculty are trained annually in data privacy expectations. When data are shared externally (e.g., with school partners, accreditation bodies, or state agencies), all identifiable information is removed unless explicit candidate consent has been granted. Our data privacy protocols include secure file transfer methods, password-protected storage, and strict role-based access to candidate and program records. These practices ensure confidentiality and compliance with all data-related regulations. (Evidence: [Data Privacy Policy \(FERPA and MGDPA\) - FDLTCC](#))

Maintaining a Robust Assessment and Data System for Reporting

The unit uses Watermark as its primary assessment and data system. Watermark stores a comprehensive range of program information, including:

- Key assessments and rubrics
- Clinical evaluations and field hours
- Disposition ratings
- Candidate demographics and progression data
- EDPTA completion
- Checkpoint outcomes
- Licensure recommendation data

This system enables the unit to track candidate progress from entry to exit, monitor trends across cohorts, and generate reliable reports for state and federal submissions. (Evidence: [Watermark](#), [Key Assessments](#), [Student 1 fall 2024 Dispositions](#), [Data for EdTPA Metrics survey GPA.](#))

Clear Internal Structures Supporting Compliance

FDLTCC's compliance work is supported by a strong internal structure:

DEAN

Direct & manage Education programs
Practice & review outcomes, key performance and metrics to ensure SEP& subject matter are in compliance for licensure for PELS B
Provide Leadership & Promote & support faculty, staff program & students.
Build relationships/engage with community, tribal, state, and national.

EDUCATION FACILITATOR

Connect with Schools
Clinical Experience
MOU's with partner schools
Advise students
Data collection-watermark, evaluative tools
Network, Recruit
MITTP

IFO FACULTY

PELSB-Subject matter
CPAST-Supervisor
AASC?
Advise Students
Supervise Triad Mtgs.
Teach (3-4 course each semester)

PROGRAM COORDINATOR/ FACULTY

Advise students
Connect/attend AASC-revise submit any changes to syllabus
PELSB –SEP (review & change when need)
Teach (3-4 courses)
Scholarships

ADJUNCT

Teach
Participate in monthly meetings
Participate with PELS B requirements

OTHER

Grants:
-MITTP (scholarships) & reporting
-Scholarships: (review each semester)
* Workforce Development & Internships (Asendum)
-AS in EI Ed Program (Fox)
-Linda & Norman Baer

(Slide from EDU 2025 Data Retreat)

Together, this team ensures that every program element—from curriculum delivery to data reporting—is accurate, compliant, and aligned with state expectations.

Summary

FDLTCC meets Standard 27 by maintaining:

- Full compliance with Minnesota Rules chapters 8705 and 8710 and Minnesota Statutes 122A
- Ethical, accurate administration of all licensure programs
- A thorough verification process to ensure that all information submitted to PELS B is correct and complete
- Strict compliance with FERPA and Minnesota data practices laws
- A robust assessment system capable of storing, tracking, and reporting all data required for state and federal submissions

These systems support transparency, program integrity, and continuous improvement—ensuring that the Elementary Education Unit upholds the highest standards of accountability in preparing future teachers.