

# **State of Alaska FY2012 Governor's Operating Budget**

## **Department of Education and Early Development Professional Teaching Practices Commission Component Budget Summary**

**Component: Professional Teaching Practices Commission**

**Contribution to Department's Mission**

To serve as a preventative and positive force in working to enhance the professional performance of all educators; and,

To ensure that members of the teaching profession in Alaska are qualified and ethical educators

**Core Services**

- Investigate properly filed complaints against certified educators
- Sanction the certificates of educators found to have violated the Code of Ethics of the Education Profession
- Promote adherence to the Code of Ethics by certified educators
- Review regulations of the department as they relate to teacher certification

**Results at a Glance**

(Additional performance information is available on the web at <http://omb.alaska.gov/results>.)

**END RESULT A: Reduce unethical behavior by certified educators**

- The number of educators sanctioned by the Commission in 2010 was 14, an increase of 17% from 2009.
- The number of presentations by staff in FY2010 was 35, an increase of 6% from 2009.

**Status of Strategies to Achieve End Result**

- Target accomplished at 100% per time expectations set forth by the Commission. Staff acknowledged complaints and processed requests within 48 hours of receipt.
- Target accomplished at 100%. Staff screened complaints and initiated investigations per screening guidelines set forth by the Commission.

**Major Activities to Advance Strategies**

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>• Process and investigate complaints</li> <li>• Conduct background checks, hearings and telephone consults</li> <li>• Sanction certificates</li> <li>• Distribute Decision &amp; Orders of the Commission</li> <li>• Promulgate regulations</li> <li>• Negotiate stipulated agreements &amp; surrenders</li> </ul> | <ul style="list-style-type: none"> <li>• Provide presentations to educational leaders and state-wide mentors</li> <li>• Provide presentations to pre-service educators at Alaska's universities and to currently employed educators through school district in-services</li> <li>• Distribute newsletters to all certified employees in Alaska and distribute a poster of the Code of Ethics (COE) to all Alaskan schools</li> <li>• Produce an Annual Report and publish COE brochure</li> <li>• Review proposed changes to certification regulations</li> </ul> |
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**Key Component Challenges**

The ability of the Commission to investigate all complaints in a timely manner or pursue lengthy investigations or hearings is limited by the available resources.

The Commission strives to increase public knowledge and awareness of professional, ethical standards for teachers and administrators and to create an awareness of the Commission's role and responsibility in disciplining certified educators.

**Significant Changes in Results to be Delivered in FY2012**

- Increase the number of the director's activities and/or presentations to increase public knowledge public and

awareness of professional, ethical standards for teachers and administrators and to articulate the Commission's role and responsibility in disciplining certified educators.

- Maintain the goal of the Commission to investigate and address all complaints in a timely manner

### Major Component Accomplishments in 2010

- Completed 85 investigations of complaints against educators
- Disciplined 14 educators through surrender, suspension, revocation or recommendation for denial of licensure
- Reviewed 216 applications for certification containing background checks indicating criminal convictions. 196 applicants who had revealed convictions on their applications for certification and/or provided the requested details were approved for certification
- Published and distributed an annual report to interested parties, as well as a semiannual newsletters to all educators and other interested parties in the state
- Updated and distributed the Professional Code of Ethics Handbook
- Presentations on professionalism, professional ethics, and the role of the Commission were given to pre-service teacher candidates at the University of Alaska Anchorage, the University of Alaska Fairbanks, and Alaska Pacific University as well as to the University of Alaska Anchorage Administrative Interns. Presentations were also made to the Alaska Transition to Teaching (AKT2) candidates, statewide Mentors, Alaska State Technology Educators and DEED's State Board of Education. Staff presented during professional development in-services in the Mat-Su Borough School District, Aleutians East Borough School District, Delta-Greely School District and Yakutat City School District. Staff's activities includes sitting on the Teacher Quality Committee, coordinating the Alaska Teacher of the Year Program, interviewing candidates for AKT2, serving on the Blue Ribbon panel, and attending two national conferences.

### Statutory and Regulatory Authority

AS 14.20.030  
4 AAC 12  
4 AAC 18  
AS 14.20.370-.510  
AS 44.62  
20 AAC 10.010-.900

Contact Information
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**Professional Teaching Practices Commission  
Component Financial Summary**

*All dollars shown in thousands*

	<b>FY2010 Actuals</b>	<b>FY2011 Management Plan</b>	<b>FY2012 Governor</b>
<b>Non-Formula Program:</b>			
<b>Component Expenditures:</b>			
71000 Personal Services	194.3	203.1	217.6
72000 Travel	16.2	16.7	16.7
73000 Services	61.5	59.9	53.0
74000 Commodities	1.1	2.6	2.6
75000 Capital Outlay	0.0	0.0	0.0
77000 Grants, Benefits	0.0	0.0	0.0
78000 Miscellaneous	0.0	0.0	0.0
<b>Expenditure Totals</b>	<b>273.1</b>	<b>282.3</b>	<b>289.9</b>
<b>Funding Sources:</b>			
1004 General Fund Receipts	273.1	282.3	289.9
<b>Funding Totals</b>	<b>273.1</b>	<b>282.3</b>	<b>289.9</b>

**Summary of Component Budget Changes  
From FY2011 Management Plan to FY2012 Governor**

*All dollars shown in thousands*

	<u>Unrestricted Gen (UGF)</u>	<u>Designated Gen (DGF)</u>	<u>Other Funds</u>	<u>Federal Funds</u>	<u>Total Funds</u>
<b>FY2011 Management Plan</b>	<b>282.3</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>282.3</b>
<b>Adjustments which will continue current level of service:</b>					
-FY 2012 Personal Services increases	7.6	0.0	0.0	0.0	7.6
<b>FY2012 Governor</b>	<b>289.9</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>289.9</b>

Professional Teaching Practices Commission Personal Services Information				
Authorized Positions			Personal Services Costs	
	FY2011 Management Plan	FY2012 Governor		
Full-time	2	2	Annual Salaries	137,657
Part-time	0	0	COLA	2,711
Nonpermanent	0	0	Premium Pay	0
			Annual Benefits	77,300
			<i>Less 0.03% Vacancy Factor</i>	(68)
			Lump Sum Premium Pay	0
<b>Totals</b>	<b>2</b>	<b>2</b>	<b>Total Personal Services</b>	<b>217,600</b>

Position Classification Summary					
Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Exec Secretary PTPC	1	0	0	0	1
Secretary	1	0	0	0	1
<b>Totals</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>

**Component Detail All Funds**  
**Department of Education and Early Development**

**Component:** Professional Teaching Practices Commission (190)  
**RDU:** Commissions and Boards (61)

	FY2010 Actuals	FY2011 Conference Committee (Final)	FY2011 Authorized	FY2011 Management Plan	FY2012 Governor	FY2011 Management Plan vs FY2012 Governor	
71000 Personal Services	194.3	198.8	201.3	203.1	217.6	14.5	7.1%
72000 Travel	16.2	16.7	16.7	16.7	16.7	0.0	0.0%
73000 Services	61.5	60.8	60.8	59.9	53.0	-6.9	-11.5%
74000 Commodities	1.1	3.5	3.5	2.6	2.6	0.0	0.0%
75000 Capital Outlay	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
77000 Grants, Benefits	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
78000 Miscellaneous	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
<b>Totals</b>	<b>273.1</b>	<b>279.8</b>	<b>282.3</b>	<b>282.3</b>	<b>289.9</b>	<b>7.6</b>	<b>2.7%</b>
<b>Fund Sources:</b>							
1004 Gen Fund	273.1	279.8	282.3	282.3	289.9	7.6	2.7%
<b>Unrestricted General (UGF)</b>	<b>273.1</b>	<b>279.8</b>	<b>282.3</b>	<b>282.3</b>	<b>289.9</b>	<b>7.6</b>	<b>2.7%</b>
<b>Designated General (DGF)</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0%</b>
<b>Other Funds</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0%</b>
<b>Federal Funds</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0%</b>
<b>Positions:</b>							
Permanent Full Time	2	2	2	2	2	0	0.0%
Permanent Part Time	0	0	0	0	0	0	0.0%
Non Permanent	0	0	0	0	0	0	0.0%

**Change Record Detail - Multiple Scenarios With Descriptions**  
**Department of Education and Early Development**

**Component:** Professional Teaching Practices Commission (190)

**RDU:** Commissions and Boards (61)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		NP
										PFT	PPT	
***** Changes From FY2011 Conference Committee (Final) To FY2011 Authorized *****												
<b>FY2011 Conference Committee</b>	ConfCom	279.8	198.8	16.7	60.8	3.5	0.0	0.0	0.0	2	0	0
1004 Gen Fund		279.8										
<b>ADN 0510016 FY 2011 Non-covered Salary Increase Year 1 SLA 10 Chapter 56 (HB 421)</b>	FisNot	2.5	2.5	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		2.5										
<b>Subtotal</b>		<b>282.3</b>	<b>201.3</b>	<b>16.7</b>	<b>60.8</b>	<b>3.5</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>2</b>	<b>0</b>	<b>0</b>
***** Changes From FY2011 Authorized To FY2011 Management Plan *****												
<b>ADN 0510108 Line Item Transfer to Balance Vacancy Factor</b>	LIT	0.0	1.8	0.0	-0.9	-0.9	0.0	0.0	0.0	0	0	0
A line item transfer is necessary in this component to balance at a minimum vacancy factor. The component employs only two staff members and has very low turn-over. This adjustment will minimize internal reallocations throughout the fiscal year.												
<b>Subtotal</b>		<b>282.3</b>	<b>203.1</b>	<b>16.7</b>	<b>59.9</b>	<b>2.6</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>2</b>	<b>0</b>	<b>0</b>
***** Changes From FY2011 Management Plan To FY2012 Governor *****												
<b>Line Item Transfer to Balance Vacancy Factor</b>	LIT	0.0	6.9	0.0	-6.9	0.0	0.0	0.0	0.0	0	0	0
A line item transfer is necessary to balance the personal services vacancy factor.												
<b>FY 2012 Personal Services increases</b>	SalAdj	7.6	7.6	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		7.6										
This change record includes the following personal services increases totalling \$7.6:												
Alaska State Employees Assn (GGU) FY2012 Health Insurance Increased Costs: \$2.0												
Non-Covered Employees FY2012 Health Insurance Increased Costs: \$1.9												
Alaska State Employees Association (GGU) FY 12 COLA increases: \$1.0												
Non-Covered Employees FY 12 COLA increases: \$2.7												
<b>Totals</b>		<b>289.9</b>	<b>217.6</b>	<b>16.7</b>	<b>53.0</b>	<b>2.6</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>2</b>	<b>0</b>	<b>0</b>

**Personal Services Expenditure Detail**  
**Department of Education and Early Development**

**Scenario:** FY2012 Governor (8665)  
**Component:** Professional Teaching Practices Commission (190)  
**RDU:** Commissions and Boards (61)

PCN	Job Class Title	Time Status	Retire Code	Barg Unit	Location	Salary Sched	Range / Step	Comp Months	Split / Count	Annual Salaries	COLA	Premium Pay	Annual Benefits	Total Costs	GF Amount
05-1593	Exec Secretary PTPC	FT	A	XE	Anchorage	AA	24F / J	12.0		101,226	2,711	0	49,326	153,263	153,263
05-1704	Secretary	FT	A	GP	Anchorage	200	11C / D	12.0		36,431	0	0	27,974	64,405	64,405
													<b>Total Salary Costs:</b>	137,657	
													<b>Total COLA:</b>	2,711	
													<b>Total Premium Pay::</b>	0	
													<b>Total Benefits:</b>	77,300	
													<b>Total Pre-Vacancy:</b>	217,668	
													<b>Minus Vacancy Adjustment of 0.03%:</b>	(68)	
													<b>Total Post-Vacancy:</b>	217,600	
													<b>Plus Lump Sum Premium Pay:</b>	0	
													<b>Personal Services Line 100:</b>	217,600	
<b>Total Component Months:</b>		24.0													

<u>PCN Funding Sources:</u>	<u>Pre-Vacancy</u>	<u>Post-Vacancy</u>	<u>Percent</u>
1004 General Fund Receipts	217,668	217,600	100.00%
<b>Total PCN Funding:</b>	<b>217,668</b>	<b>217,600</b>	<b>100.00%</b>

Note: If a position is split, an asterisk (\*) will appear in the Split/Count column. If the split position is also counted in the component, two asterisks (\*\*) will appear in this column. [No valid job title] appearing in the Job Class Title indicates that the PCN has an invalid class code or invalid range for the class code effective date of this scenario.

**Line Item Detail**  
**Department of Education and Early Development**  
**Travel**

**Component:** Professional Teaching Practices Commission (190)  
**RDU:** Commissions and Boards (61)

Line Number	Line Name		FY2010 Actuals	FY2011 Management Plan	FY2012 Governor
72000	Travel		16.2	16.7	16.7
Expenditure Account	Servicing Agency	Explanation	FY2010 Actuals	FY2011 Management Plan	FY2012 Governor
<b>72000 Travel Detail Totals</b>			<b>16.2</b>	<b>16.7</b>	<b>16.7</b>
72111	Airfare (Instate Employee)	Executive Secretary's instate travel to school districts to conduct investigations and provide training at workshops.	1.1	1.6	1.6
72112	Surface Transport (Instate Employee)	Rental car charges and other surface transportation expenses.	0.4	0.2	0.2
72113	Lodging (Instate Employee)	Lodging expenses for staff on state business.	0.5	0.2	0.2
72114	Meals & Incidentals (Instate Employee)	Meals & incidental expenses for staff on state business.	0.5	0.9	0.9
72121	Airfare (Instate Nonemployee)	Commission members' travel expenses for a minimum three yearly meetings and possible special hearings, when required and attendance at ethics and certification conferences.	5.0	3.2	3.2
72123	Lodging (Instate Nonemployee)	Lodging expenses for staff and commission members on state business.	2.0	2.5	2.5
72124	Meals & Incidentals (Instate Nonemp.)	Meals & incidental expenses for staff and commission members on state business.	1.3	2.0	2.0
72126	Nontax Reimbursement (Instate Nonemp.)	Reimbursement of actual travel expenses for non-employees/commission members on state business.	0.9	1.8	1.8
72411	Airfare (Out of state Emp)	Executive Secretary's travel to State School Board meetings, ethics conferences and yearly NASDTEC conference.	1.5	1.0	1.0
72412	Surface Transport (Out of state Emp)	Out of state rental car charges and other surface transportation expenditures for staff on state business.	0.1	0.3	0.3
72413	Lodging (Out of state Emp)	Out of state lodging expenses for staff on state business.	0.7	1.0	1.0
72414	Meals & Incidentals (Out of state Emp)	Out of state meals & incidental expenses for staff on state business.	0.4	0.4	0.4

**Line Item Detail**  
**Department of Education and Early Development**  
**Travel**

**Component:** Professional Teaching Practices Commission (190)

**RDU:** Commissions and Boards (61)

Expenditure Account	Servicing Agency	Explanation	FY2010 Actuals	FY2011 Management Plan	FY2012 Governor
<b>72000 Travel Detail Totals</b>			<b>16.2</b>	<b>16.7</b>	<b>16.7</b>
72420	Nonemployee Travel (Out of state Emp)	Out of state travel expenses for non-employees or commission members on state business.	1.8	1.6	1.6

**Line Item Detail**  
**Department of Education and Early Development**  
**Services**

**Component:** Professional Teaching Practices Commission (190)  
**RDU:** Commissions and Boards (61)

Line Number	Line Name			FY2010 Actuals	FY2011 Management Plan	FY2012 Governor
73000	Services			61.5	59.9	53.0
				FY2010 Actuals	FY2011 Management Plan	FY2012 Governor
Expenditure Account	Servicing Agency	Explanation		FY2010 Actuals	FY2011 Management Plan	FY2012 Governor
<b>73000 Services Detail Totals</b>				<b>61.5</b>	<b>59.9</b>	<b>53.0</b>
73002	Interagency Services	Admin - Core Services	RSA to DOA for Core Services chargebacks including AKPAY/AKSAS, telecommunications/computer services EPR.	5.0	3.5	3.5
73002	Interagency Services	Administrative Hearings	Assist PTPC in conducting teacher certification hearings and related proceedings, and drafting decisions.	8.5	0.0	0.0
73002	Interagency Services	Law	RSA to Department of Law for legal services.	35.0	34.1	31.2
73002	Interagency Services	EED-ADS	RSA to Education Support Services for administrative services.	3.5	3.5	3.5
73002	Interagency Services	EED-Executive Admin	RSA to Executive Administration for oversight and support.	2.5	2.5	2.5
73002	Interagency Services	EED-IS	RSA to Information Services for technical support.	4.0	4.0	4.0
73026	Training/Conferences		Professional development training and conferences.	1.3	6.4	1.5
73154	Software Licensing		Computer software licensing.	0.0	0.1	0.1
73228	Postage		Postage charges, delivery and courier services.	0.1	2.0	2.0
73401	Long Distance		Phone, teleconference, and FAX charges.	0.2	1.0	1.9
73668	Room/Space		Rental of temporary office space for meetings.	0.1	0.1	0.1
73677	Office Furn & Equip(Non IA Repair/Maint)		Rental of office equipment, repairs / maintenance of office equipment and furniture.	0.0	0.2	0.2
73756	Print/Copy/Graphics		Advertising for general meetings, printing Code of Ethics brochures, stationary, annual report, newsletters and miscellaneous.	1.3	2.5	2.5

**Line Item Detail**  
**Department of Education and Early Development**  
**Commodities**

**Component:** Professional Teaching Practices Commission (190)  
**RDU:** Commissions and Boards (61)

Line Number	Line Name		FY2010 Actuals	FY2011 Management Plan	FY2012 Governor
74000	Commodities		1.1	2.6	2.6
Expenditure Account	Servicing Agency	Explanation	FY2010 Actuals	FY2011 Management Plan	FY2012 Governor
<b>74000 Commodities Detail Totals</b>			<b>1.1</b>	<b>2.6</b>	<b>2.6</b>
74229	Business Supplies	Consumable office supplies; paper, pens, envelopes, etc.	1.1	2.4	2.4
74233	Info Technology Equip	Information technology supplies.	0.0	0.1	0.1
74236	Subscriptions	Subscriptions to periodicals or educational materials.	0.0	0.1	0.1

**Inter-Agency Services**  
**Department of Education and Early Development**

**Component:** Professional Teaching Practices Commission (190)  
**RDU:** Commissions and Boards (61)

Expenditure Account	Service Description	Service Type	Servicing Agency	FY2010 Actuals	FY2011		
					Management Plan	FY2012 Governor	
73002	Interagency Services	RSA to DOA for Core Services chargebacks including AKPAY/AKSAS, telecommunications/computer services EPR.	Inter-dept	Admin - Core Services	5.0	3.5	3.5
73002	Interagency Services	Assist PTPC in conducting teacher certification hearings and related proceedings, and drafting decisions.	Inter-dept	Administrative Hearings	8.5	0.0	0.0
73002	Interagency Services	RSA to Department of Law for legal services.	Inter-dept	Law	35.0	34.1	31.2
73002	Interagency Services	RSA to Education Support Services for administrative services.	Intra-dept	EED-ADS	3.5	3.5	3.5
73002	Interagency Services	RSA to Executive Administration for oversight and support.	Intra-dept	EED-Executive Admin	2.5	2.5	2.5
73002	Interagency Services	RSA to Information Services for technical support.	Intra-dept	EED-IS	4.0	4.0	4.0
<b>73002 Interagency Services subtotal:</b>					<b>58.5</b>	<b>47.6</b>	<b>44.7</b>
<b>Professional Teaching Practices Commission total:</b>					<b>58.5</b>	<b>47.6</b>	<b>44.7</b>
<b>Grand Total:</b>					<b>58.5</b>	<b>47.6</b>	<b>44.7</b>