

**State of Alaska
FY2016 Governor Amended Operating
Budget**

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

Component: Professional Teaching Practices Commission

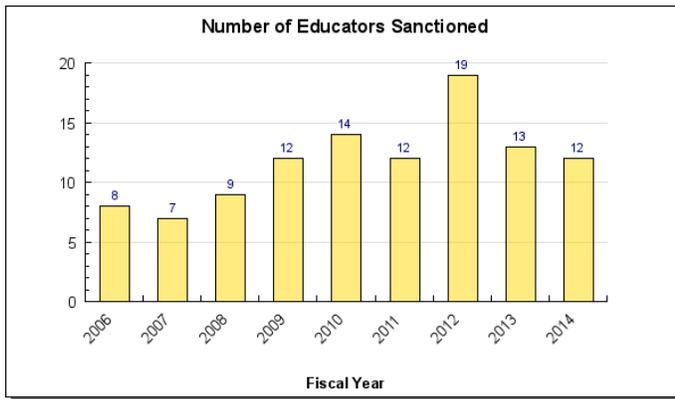
Contribution to Department's Mission

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

Results

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



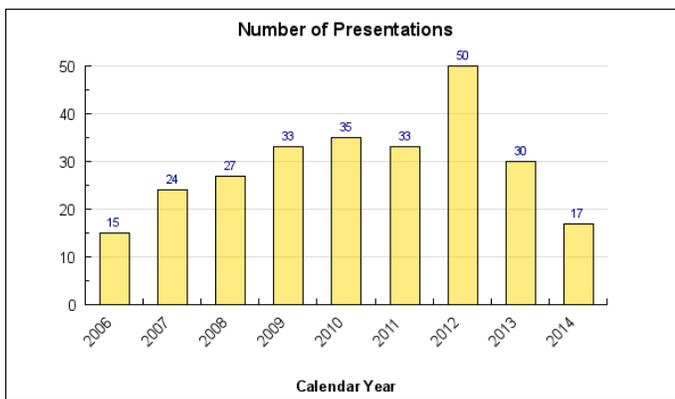
Core Services

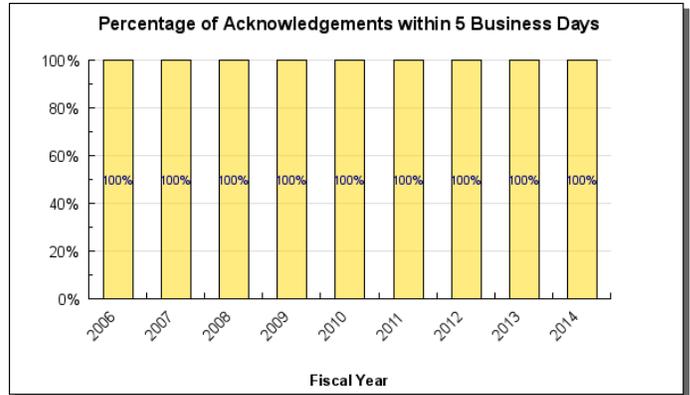
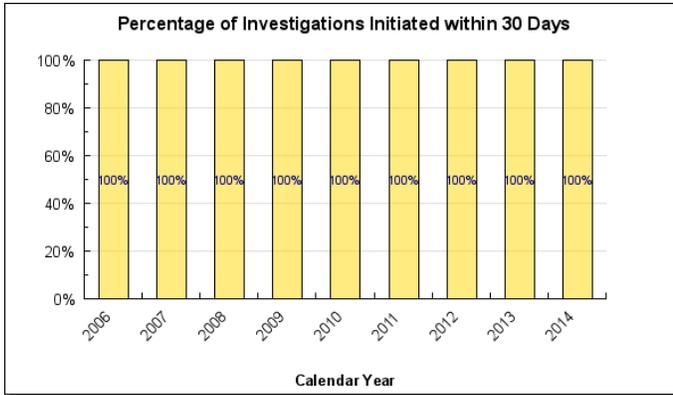
- Promote adherence to the Code of Ethics by certified educators
- Investigate properly filed complaints against certified educators

Measures by Core Service

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

1. Promote adherence to the Code of Ethics by certified educators



2. Investigate properly filed complaints against certified educators**Major Component Accomplishments in 2014**

- Completed 36 investigations of complaints against educators;
- Disciplined 12 educators through warning, reprimand, surrender, suspension, revocation or recommendation for denial of licensure;
- Reviewed 157 applications for certification containing background checks indicating criminal convictions;
- Published and distributed an annual report to interested parties;
- Published and distributed an annual newsletter to all educators and other interested parties in the state. The mailing list was updated and revised to be more inclusive of all active educators in the state;
- Conducted presentations on professionalism, professional ethics, and the role of the Commission to pre-service teacher candidates at the University of Alaska Anchorage, the University of Alaska Fairbanks, and Alaska Pacific University; as well as to University of Alaska administrative interns and the University of Alaska Fairbanks rural administrators. Presentations were also given university students who are considering entering the education profession; and,
- Executive Director's activities included coordinating the Alaska Teacher of the Year Program, and attending two national conferences.

Key Component Challenges

- Managing internal capacity constraints so they do not limit the ability of the commission to investigate all complaints in a timely manner or pursue lengthy investigations or hearings; and,
- Finding innovative ways 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 FY2016

There are no significant changes in results to be delivered in FY2016.

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

Contact: James A. Seitz, Executive Director

Phone: (907) 269-6579

Fax: (907) 269-6580

E-mail: jim.seitz@alaska.gov

Professional Teaching Practices Commission Component Financial Summary			
	<i>All dollars shown in thousands</i>		
	FY2014 Actuals	FY2015 Management Plan	FY2016 Governor Amended
Non-Formula Program:			
Component Expenditures:			
71000 Personal Services	205.2	207.0	220.1
72000 Travel	11.6	16.7	16.7
73000 Services	23.8	73.5	64.5
74000 Commodities	2.3	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
Expenditure Totals	242.9	299.8	303.9
Funding Sources:			
1004 General Fund Receipts	242.9	299.8	0.0
1005 General Fund/Program Receipts	0.0	0.0	303.9
Funding Totals	242.9	299.8	303.9

Estimated Revenue Collections				
Description	Master Revenue Account	FY2014 Actuals	FY2015 Management Plan	FY2016 Governor Amended
Unrestricted Revenues				
None.		0.0	0.0	0.0
Unrestricted Total		0.0	0.0	0.0
Restricted Revenues				
General Fund Program Receipts	51060	0.0	0.0	303.9
Restricted Total		0.0	0.0	303.9
Total Estimated Revenues		0.0	0.0	303.9

**Summary of Component Budget Changes
From FY2015 Management Plan to FY2016 Governor Amended**

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>
FY2015 Management Plan	299.8	0.0	0.0	0.0	299.8
Adjustments which continue current level of service:					
-FY2016 Salary Increases	4.4	0.0	0.0	0.0	4.4
-FY2016 Health Insurance Rate Reduction	-0.3	0.0	0.0	0.0	-0.3
Proposed budget increases:					
-General Fund Program Receipt Authority To Comply With Legislative Intent	0.0	303.9	0.0	0.0	303.9
Proposed budget decreases:					
-FY2016 Target Reduction	-303.9	0.0	0.0	0.0	-303.9
FY2016 Governor Amended	0.0	303.9	0.0	0.0	303.9

Professional Teaching Practices Commission Personal Services Information				
Authorized Positions			Personal Services Costs	
	FY2015 Management Plan	FY2016 Governor Amended		
Full-time	2	2	Annual Salaries	136,142
Part-time	0	0	COLA	4,564
Nonpermanent	0	0	Premium Pay	0
			Annual Benefits	79,419
			<i>Less 0.01% Vacancy Factor</i>	(25)
			Lump Sum Premium Pay	0
Totals	2	2	Total Personal Services	220,100

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
Totals	2	0	0	0	2

Component Detail All Funds
Department of Education and Early Development

Component: Professional Teaching Practices Commission (AR17755) (190)
RDU: Commissions and Boards (61)

	FY2014 Actuals	FY2015 Conference Committee	FY2015 Authorized	FY2015 Management Plan	FY2016 Governor Amended	FY2015 Management Plan vs FY2016 Governor Amended	
71000 Personal Services	205.2	211.2	211.2	207.0	220.1	13.1	6.3%
72000 Travel	11.6	16.7	16.7	16.7	16.7	0.0	0.0%
73000 Services	23.8	69.3	69.3	73.5	64.5	-9.0	-12.2%
74000 Commodities	2.3	2.6	2.6	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%
Totals	242.9	299.8	299.8	299.8	303.9	4.1	1.4%
Fund Sources:							
1004Gen Fund (UGF)	242.9	299.8	299.8	299.8	0.0	-299.8	-100.0%
1005GF/Prgm (DGF)	0.0	0.0	0.0	0.0	303.9	303.9	100.0%
Unrestricted General (UGF)	242.9	299.8	299.8	299.8	0.0	-299.8	-100.0%
Designated General (DGF)	0.0	0.0	0.0	0.0	303.9	303.9	100.0%
Other Funds	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Federal Funds	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Positions:							
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 FY2015 Conference Committee To FY2015 Authorized *****												
FY2015 Conference Committee												
1004 Gen Fund	ConfCom	299.8	211.2	16.7	69.3	2.6	0.0	0.0	0.0	2	0	0
		299.8										
	Subtotal	299.8	211.2	16.7	69.3	2.6	0.0	0.0	0.0	2	0	0
***** Changes From FY2015 Authorized To FY2015 Management Plan *****												
Align Authority to Comply with Vacancy Factor Guidelines												
LIT		0.0	-4.2	0.0	4.2	0.0	0.0	0.0	0.0	0	0	0
This line item transfer brings personal services within vacancy factor guidelines and aligns authority with anticipated expenditure levels. There are no impacts on services associated with this transfer.												
	Subtotal	299.8	207.0	16.7	73.5	2.6	0.0	0.0	0.0	2	0	0
***** Changes From FY2015 Management Plan To FY2016 Governor Amended *****												
FY2016 Salary Increases												
1004 Gen Fund	SalAdj	4.4	4.4	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
		4.4										
Cost of living adjustment for certain bargaining units: \$4.4												
Year three cost of living adjustment for non-covered employees - 2.5%: \$3.0												
Year three cost of living adjustment for Alaska State Employees Association/General Government Unit - 2.5%: \$1.4												
FY2016 Health Insurance Rate Reduction												
1004 Gen Fund	SalAdj	-0.3	-0.3	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
		-0.3										
Select Benefits health insurance rate reduction from \$1,371 to \$1,346: \$-0.3												
General Fund Program Receipt Authority To Comply With Legislative Intent												
1005 GF/Prgm	Inc	303.9	211.1	16.7	73.5	2.6	0.0	0.0	0.0	0	0	0
		303.9										
FY2016 Target Reduction												
1004 Gen Fund	Dec	-303.9	0.0	0.0	0.0	0.0	0.0	0.0	-303.9	0	0	0
		-303.9										

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	
Align Authority to Comply with Vacancy Factor Guidelines												
	LIT	0.0	9.0	0.0	-9.0	0.0	0.0	0.0	0.0	0	0	0
Transfer authority from services to personal services to comply with vacancy factor guidelines and align authority with anticipated expenditure levels. There are no impacts on services associated with this transfer.												
Reallocate FY2016 Work In Progress Budget Target Reduction												
	LIT	0.0	-211.1	-16.7	-73.5	-2.6	0.0	0.0	303.9	0	0	0
A line item transfer is necessary to reallocate the FY2016 Work In Progress targeted reduction of \$303.9 that was posted to the miscellaneous expenditure account line (78000). The reallocation is necessary to align budget authorization with anticipated FY2016 expenditures.												
Totals		303.9	220.1	16.7	64.5	2.6	0.0	0.0	0.0	2	0	0

Personal Services Expenditure Detail
Department of Education and Early Development

Scenario: FY2016 Governor Amended (12201)
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	UGF Amount
05-1593	Exec Secretary PTPC	FT	A	XE	Anchorage	N00	24C / D	12.0		93,866	3,147	0	48,193	145,206	0
05-1704	Secretary	FT	A	GP	Anchorage	200	11G	12.0		42,276	1,417	0	31,226	74,919	0
													Total Salary Costs:	136,142	
													Total COLA:	4,564	
													Total Premium Pay::	0	
													Total Benefits:	79,419	
													Total Pre-Vacancy:	220,125	
													Minus Vacancy Adjustment of 0.01%:	(25)	
													Total Post-Vacancy:	220,100	
													Plus Lump Sum Premium Pay:	0	
													Personal Services Line 100:	220,100	
Total Component Months:		24.0													

PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1005 General Fund/Program Receipts	220,125	220,100	100.00%
Total PCN Funding:	220,125	220,100	100.00%

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		FY2014 Actuals	FY2015 Management Plan	FY2016 Governor Amended
72000	Travel		11.6	16.7	16.7
Expenditure Account	Servicing Agency	Explanation	FY2014 Actuals	FY2015 Management Plan	FY2016 Governor Amended
72000 Travel Detail Totals			11.6	16.7	16.7
72111	Airfare (Instate Employee)	Executive Secretary's in-state 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	0.1	0.2	0.2
72113	Lodging (Instate Employee)	Lodging expenses for staff on state business	0.2	0.2	0.2
72114	Meals & Incidentals (Instate Employee)	Meals & incidental expenses for staff on state business	0.1	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	3.7	3.2	3.2
72123	Lodging (Instate Nonemployee)	Lodging expenses for staff and commission members on state business	0.9	2.5	2.5
72124	Meals & Incidentals (Instate Nonemp.)	Meals & incidental expenses for staff and commission members on state business	1.0	2.0	2.0
72125	Taxable Per Diem (Instate Nonemployee)		0.1	0.0	0.0
72126	Nontax Reimbursement (Instate Nonemp.)	Reimbursement of actual travel expenses for non-employees/commission members on state business	1.5	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	1.2	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	0.8	1.0	1.0

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	FY2014 Actuals	FY2015 Management Plan	FY2016 Governor Amended
72000 Travel Detail Totals			11.6	16.7	16.7
		business			
72414	Meals & Incidentals (Out of state Emp)	Out of state meals and incidental expenses for staff on state business.	0.3	0.4	0.4
72420	Nonemployee Travel (Out of state Emp)	Out of state travel expenses for non-employees or commission members on state business	0.5	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			FY2014 Actuals	FY2015 Management Plan	FY2016 Governor Amended
73000	Services			23.8	73.5	64.5
Expenditure Account	Servicing Agency	Explanation		FY2014 Actuals	FY2015 Management Plan	FY2016 Governor Amended
73000 Services Detail Totals				23.8	73.5	64.5
73002	Interagency Services	EED-ADS	Intradepartmental RSA with Administrative Services for financial, procurement, human resource, and budget related support	3.6	3.6	3.7
73002	Interagency Services	EED-Executive Admin	Intradepartmental RSA with Executive Administration	0.0	2.5	2.5
73002	Interagency Services	EED-IS	Intradepartmental RSA with Information Services for technical support	4.4	4.4	4.6
73026	Training/Conferences		Professional development training and conferences	1.3	1.5	1.5
73154	Software Licensing		Computer software licensing	0.2	0.1	0.1
73228	Postage		Postage costs	0.0	2.0	2.0
73401	Long Distance		Phone, teleconference, and FAX charges	0.2	1.9	1.9
73756	Print/Copy/Graphics		Printing and copier services	0.3	0.2	0.2
73805	IT-Non-Telecommunication	DOA ETS	RSA to DOA for Core Services chargebacks including AKPAY/AKSAS	0.0	1.2	1.2
73806	IT-Telecommunication	DOA ETS	RSA to DOA for Core Services chargebacks including telecommunications/computer services EPR	4.3	3.2	3.2
73812	Legal	Law	RSA to Department of Law for legal services	8.1	37.4	37.1
73815	Financial			0.2	0.0	0.0
73821	Hearing/Mediation (IA Svcs)	Commercial and Fair Business	Assist PTPC in conducting teacher certification hearings and related proceedings, and drafting decisions	1.2	15.5	6.5

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		FY2014 Actuals	FY2015 Management Plan	FY2016 Governor Amended
74000	Commodities		2.3	2.6	2.6
Expenditure Account			FY2014 Actuals	FY2015 Management Plan	FY2016 Governor Amended
	Servicing Agency	Explanation			
74000 Commodities Detail Totals			2.3	2.6	2.6
74226	Equipment & Furniture		0.7	0.0	0.0
74229	Business Supplies	Consumable office supplies; paper, pens, envelopes, etc.	1.5	2.6	2.6
74237	I/A Purchases (Commodities/Business)		0.1	0.0	0.0

Restricted Revenue Detail
Department of Education and Early Development

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

Master Account	Revenue Description				FY2014 Actuals	FY2015 Management Plan	FY2016 Governor Amended
51060	General Fund Program Receipts				0.0	0.0	303.9
Detail Information							
Revenue Amount	Revenue Description	Component	Collocation Code	AKSAS Fund	FY2014 Actuals	FY2015 Management Plan	FY2016 Governor Amended
51060	GF Program Receipts				0.0	0.0	303.9
	Teacher Certification fees used to support the operations of the Professional Teaching Practices component						

Interagency 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	FY2014 Actuals	FY2015 Management Plan	FY2016 Governor Amended	
73002	Interagency Services	Intrdepartmental RSA with Administrative Services for financial, procurement, human resource, and budget related support	Intra-dept	EED-ADS	3.6	3.6	3.7
73002	Interagency Services	Intrdepartmental RSA with Executive Administration	Intra-dept	EED-Executive Admin	0.0	2.5	2.5
73002	Interagency Services	Intrdepartmental RSA with Information Services for technical support	Intra-dept	EED-IS	4.4	4.4	4.6
73002 Interagency Services subtotal:				8.0	10.5	10.8	
73805	IT-Non-Telecommunication	RSA to DOA for Core Services chargebacks including AKPAY/AKSAS	Inter-dept	DOA ETS	0.0	1.2	1.2
73805 IT-Non-Telecommunication subtotal:				0.0	1.2	1.2	
73806	IT-Telecommunication	RSA to DOA for Core Services chargebacks including telecommunications/computer services EPR	Inter-dept	DOA ETS	4.3	3.2	3.2
73806 IT-Telecommunication subtotal:				4.3	3.2	3.2	
73812	Legal	RSA to Department of Law for legal services	Inter-dept	Law	8.1	37.4	37.1
73812 Legal subtotal:				8.1	37.4	37.1	
73815	Financial		Inter-dept		0.2	0.0	0.0
73815 Financial subtotal:				0.2	0.0	0.0	
73821	Hearing/Mediation (IA Svcs)	Assist PTPC in conducting teacher certification hearings and related proceedings, and drafting decisions	Inter-dept	Commercial and Fair Business	1.2	15.5	6.5
73821 Hearing/Mediation (IA Svcs) subtotal:				1.2	15.5	6.5	
Professional Teaching Practices Commission total:				21.8	67.8	58.8	
Grand Total:				21.8	67.8	58.8	