

# **State of Alaska FY2011 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 increased 33% from 2008.
- The number of presentations by staff has increased by 22% since 2008.

**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. Warranted investigations were begun within 48 hours of the screening process.

**Major Activities to Advance Strategies**

- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li>• Process complaints</li> <li>• Investigate complaints</li> <li>• Conduct background checks</li> <li>• Conduct hearings</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> <li>• Presentations to educational leaders and state-wide mentors</li> </ul> | <ul style="list-style-type: none"> <li>• Presentations to pre-service educators at Alaska's universities and to currently employed educators through school district in-services</li> <li>• Newsletter to all certified employees in Alaska</li> <li>• Poster of Code of Ethics (COE) to all schools</li> <li>• Telephone consults</li> <li>• Annual Report</li> <li>• Publish COE brochure given to all certified educators</li> <li>• Maintain web site</li> <li>• Review proposed changes to certification regulations</li> <li>• Commissioners will network with constituencies</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 FY2011**

There are no significant changes in the results to be delivered in FY2011.

**Major Component Accomplishments in 2009**

- Completed 78 investigations of complaints against educators

- Conducted 3 appeal hearings
- Disciplined 12 educators through surrender, suspension, revocation or recommendation for denial of licensure
- Reviewed 183 applications for certification containing background checks indicating criminal convictions. 181 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 Association of Secondary Principals, Alaska Transition to Teaching Candidates, Statewide Mentors, and State Librarians.

Priority Program: Education Foundation & Accountability

### 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*

	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
<b>Non-Formula Program:</b>			
<b>Component Expenditures:</b>			
71000 Personal Services	164.5	194.0	196.1
72000 Travel	16.0	16.7	16.7
73000 Services	40.7	60.8	60.8
74000 Commodities	14.6	3.5	3.5
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>235.8</b>	<b>275.0</b>	<b>277.1</b>
<b>Funding Sources:</b>			
1004 General Fund Receipts	235.8	275.0	277.1
<b>Funding Totals</b>	<b>235.8</b>	<b>275.0</b>	<b>277.1</b>

**Estimated Revenue Collections**

Description	Master Revenue Account	FY2009 Actuals	FY2010 Conference Committee	FY2010 Authorized	FY2010 Authorized	FY2011 Governor
<b>Unrestricted Revenues</b>						
None.		0.0	0.0	0.0	0.0	0.0
<b>Unrestricted Total</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Restricted Revenues</b>						
Receipt Supported Services	51073	0.0	0.0	0.0	0.0	0.0
<b>Restricted Total</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>Total Estimated Revenues</b>		<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

**Summary of Component Budget Changes  
From FY2010 Management Plan to FY2011 Governor**

*All dollars shown in thousands*

	<u>General Funds</u>	<u>Federal Funds</u>	<u>Other Funds</u>	<u>Total Funds</u>
<b>FY2010 Management Plan</b>	<b>275.0</b>	<b>0.0</b>	<b>0.0</b>	<b>275.0</b>
<b>Adjustments which will continue current level of service:</b>				
-FY2011 Health Insurance Cost Increase Non-Covered Employees	2.1	0.0	0.0	2.1
<b>FY2011 Governor</b>	<b>277.1</b>	<b>0.0</b>	<b>0.0</b>	<b>277.1</b>

**Professional Teaching Practices Commission  
Personal Services Information**

Authorized Positions			Personal Services Costs	
	FY2010 Management Plan	FY2011 Governor		
Full-time	2	2	Annual Salaries	130,262
Part-time	0	0	Premium Pay	0
Nonpermanent	0	0	Annual Benefits	67,370
			<i>Less 0.78% Vacancy Factor</i>	<i>(1,532)</i>
			Lump Sum Premium Pay	0
<b>Totals</b>	<b>2</b>	<b>2</b>	<b>Total Personal Services</b>	<b>196,100</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)

	<b>FY2009 Actuals</b>	<b>FY2010 Conference Committee</b>	<b>FY2010 Authorized</b>	<b>FY2010 Management Plan</b>	<b>FY2011 Governor</b>	<b>FY2010 Management Plan vs FY2011 Governor</b>	
71000 Personal Services	164.5	197.3	197.3	194.0	196.1	2.1	1.1%
72000 Travel	16.0	16.7	16.7	16.7	16.7	0.0	0.0%
73000 Services	40.7	57.5	57.5	60.8	60.8	0.0	0.0%
74000 Commodities	14.6	3.5	3.5	3.5	3.5	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>235.8</b>	<b>275.0</b>	<b>275.0</b>	<b>275.0</b>	<b>277.1</b>	<b>2.1</b>	<b>0.8%</b>
<b>Fund Sources:</b>							
1004 Gen Fund	235.8	275.0	275.0	275.0	277.1	2.1	0.8%
<b>General Funds</b>	<b>235.8</b>	<b>275.0</b>	<b>275.0</b>	<b>275.0</b>	<b>277.1</b>	<b>2.1</b>	<b>0.8%</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>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>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 FY2010 Conference Committee To FY2010 Authorized *****												
<b>FY2010 Conference Committee</b>												
ConfCom		275.0	197.3	16.7	57.5	3.5	0.0	0.0	0.0	2	0	0
1004 Gen Fund		275.0										
<b>Subtotal</b>		<b>275.0</b>	<b>197.3</b>	<b>16.7</b>	<b>57.5</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 FY2010 Authorized To FY2010 Management Plan *****												
<b>ADN 0500119 Line Item Transfer to Balance Vacancy Factor</b>												
LIT		0.0	-3.3	0.0	3.3	0.0	0.0	0.0	0.0	0	0	0
<b>Subtotal</b>		<b>275.0</b>	<b>194.0</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 FY2010 Management Plan To FY2011 Governor *****												
<b>FY2011 Health Insurance Cost Increase Non-Covered Employees</b>												
SalAdj		2.1	2.1	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
1004 Gen Fund		2.1										
Costs associated with Health Insurance Increases.: \$2.1												
<b>Totals</b>		<b>277.1</b>	<b>196.1</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>



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

**Scenario:** FY2011 Governor (7749)  
**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 Month	Split / Count	Annual Salaries	COLA	Premium Pay	Annual Benefits	Total Costs	GF Amount	
05-1593	Exec Secretary PTPC	FT	A	XE	Anchorage	AA	24F	12.0		95,940	0	0	44,668	140,608	140,608	
05-1704	Secretary	FT	A	GP	Anchorage	2A	11B / C	12.0		34,322	0	0	22,702	57,024	57,024	
													<b>Total Salary Costs:</b>	130,262		
													<b>Total COLA:</b>	0		
													<b>Total Premium Pay::</b>	0		
													<b>Total Benefits:</b>	67,370		
<b>Total Positions</b>		<b>New</b>	<b>Deleted</b>													
<b>Full Time Positions:</b>		2	0	0												
<b>Part Time Positions:</b>		0	0	0												
<b>Non Permanent Positions:</b>		0	0	0												
<b>Positions in Component:</b>		2	0	0												
<b>Total Component Months:</b>		24.0														
													<b>Total Pre-Vacancy:</b>	197,632		
													<b>Minus Vacancy Adjustment of 0.78%:</b>	(1,532)		
													<b>Total Post-Vacancy:</b>	196,100		
													<b>Plus Lump Sum Premium Pay:</b>	0		
													<b>Personal Services Line 100:</b>	196,100		

PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1004 General Fund Receipts	197,632	196,100	100.00%
<b>Total PCN Funding:</b>	<b>197,632</b>	<b>196,100</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		FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
72000	Travel		16.0	16.7	16.7
Expenditure Account	Servicing Agency	Explanation	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
<b>72000 Travel Detail Totals</b>			<b>16.0</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.	1.2	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.	0.4	0.2	0.2
72114	Meals & Incidentals (Instate Employee)	Meals & incidental expenses for staff on state business.	0.3	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.	4.8	3.2	3.2
72123	Lodging (Instate Nonemployee)	Lodging expenses for staff and commission members on state business.	1.2	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.	0.8	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.	2.7	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.	0.3	0.3	0.3
72413	Lodging (Out of state Emp)	Out of state lodging expenses for staff on state business.	1.4	1.0	1.0
72414	Meals & Incidentals (Out of state Emp)	Out of state meals & incidental expenses for staff on state business.	0.5	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	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
<b>72000 Travel Detail Totals</b>			<b>16.0</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.	0.7	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			FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
73000	Services			40.7	60.8	60.8
Expenditure Account	Servicing Agency	Explanation		FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
<b>73000 Services Detail Totals</b>				<b>40.7</b>	<b>60.8</b>	<b>60.8</b>
73002	Interagency Services	Admin - Core Services	RSA to DOA for Core Services chargebacks including AKPAY/AKSAS, telecommunications/computer services EPR.	4.3	3.5	3.5
73002	Interagency Services	Administrative Hearings	Assist PTPC in conducting teacher certification hearings and related proceedings, and drafting decisions.	0.0	0.0	0.0
73002	Interagency Services	DOL	RSA to Department of Law for legal services.	14.9	17.6	17.6
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.	0.0	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.	1.1	6.4	6.4
73054	Loan Service Fees		Non interagency financial services	2.5	3.0	3.0
73081	Hearing/Mediation (Non-IA Svc-Legal-Jud)		Hearing Officers for disciplinary hearings.	3.4	13.5	13.5
73154	Software Licensing		Computer software licensing.	0.1	0.1	0.1
73228	Postage		Postage charges, delivery and courier services.	4.2	2.0	2.0
73401	Long Distance		Phone, teleconference, and FAX charges.	0.2	1.9	1.9
73668	Room/Space		Rental of temporary office space for meetings.	0.0	0.1	0.1
73677	Office Furn & Equip(Non IA Repair/Maint)		Rental of office equipment, repairs / maintenance of office equipment and furniture.	0.1	0.2	0.2
73756	Print/Copy/Graphics		Advertising for general meetings, printing Code of Ethics brochures, stationary, annual report, newsletters and miscellaneous.	2.4	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		FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
74000	Commodities		14.6	3.5	3.5
Expenditure Account	Servicing Agency	Explanation	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
<b>74000 Commodities Detail Totals</b>			<b>14.6</b>	<b>3.5</b>	<b>3.5</b>
74229	Business Supplies	Office supplies: books/educational materials Consumable office supplies; paper, pens, envelopes, etc.	14.5	3.3	3.3
74233	Info Technology Equip	Information technology supplies.	0.1	0.1	0.1
74236	Subscriptions	Subscriptions to periodicals or educational materials.	0.0	0.1	0.1

**Restricted Revenue Detail**  
**Department of Education and Early Development**

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

Master Account	Revenue Description	FY2010		
		FY2009 Actuals	Management Plan	FY2011 Governor
51073	Receipt Supported Services	0.0	0.0	0.0

**Detail Information**

Revenue Amount	Revenue Description	Component	Collocation Code	AKSAS Fund	FY2009 Actuals	FY2010 Management Plan	FY2011 Governor
51073	Receipt Supported Services		5114030	11100	0.0	0.0	0.0

Alaska statute 14.20.500 provides that the cost of the Professional Teaching Practices Commission may be supported by professional certification fees. In FY10, the Governor's Budget authorized a funding source switch to General Funds.

Current certification fees:  
 \$125.00 for initial and renewal  
 \$66.00 for fingerprint/background checks

**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	FY2009 Actuals	FY2010		FY2011 Governor
					Management Plan		
73002	Interagency Services	RSA to DOA for Core Services chargebacks including AKPAY/AKSAS, telecommunications/computer services EPR.	Inter-dept	Admin - Core Services	4.3	3.5	3.5
73002	Interagency Services	Assist PTPC in conducting teacher certification hearings and related proceedings, and drafting decisions.	Inter-dept	Administrative Hearings	0.0	0.0	0.0
73002	Interagency Services	RSA to Department of Law for legal services.	Inter-dept	DOL	14.9	17.6	17.6
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	0.0	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>26.7</b>	<b>31.1</b>	<b>31.1</b>
<b>Professional Teaching Practices Commission total:</b>					<b>26.7</b>	<b>31.1</b>	<b>31.1</b>
<b>Grand Total:</b>					<b>26.7</b>	<b>31.1</b>	<b>31.1</b>