

State of Alaska
FY2021 Governor's Operating Budget

Department of Education and Early Development
Teacher Certification
Component Budget Summary

Component: Teacher Certification

Contribution to Department's Mission

To ensure that only qualified applicants are certified to teach in Alaska and that teacher education programs in Alaska conform to nationally recognized standards.

Core Services

- Accountability and oversight

Major Component Accomplishments in 2019

- Consistently completed the processing of the thousands of applications for initial certification or renewal of certification in less than two weeks of receipt of applications;
- Revised most of the teacher certification applications, checklists, and website pages so that they are ADA compliant;
- Supported the University of Alaska Fairbanks and the University of Alaska Anchorage's teacher preparation program during their first accreditation visits by the Council for the Accreditation of Educator Preparation (CAEP);
- Increased certification pathways through regulatory changes; and
- Provided technical assistance to school districts as the state transitioned from the NCLB to the ESSA definitions of educator quality.

Key Component Challenges

- Attracting and retaining teachers in most of Alaska school districts continues to be difficult;
- Some statutory and regulatory certification requirements are seen as barriers to attracting more people to the teaching profession in Alaska;
- Teacher certification database and document management systems are outdated and inefficient; and
- Transitioned from the highly qualified requirements of the federal No Child Left Behind act (NCLB) to the endorsement focused requirements of the Every Student Succeeds Act (ESSA) has highlighted the limitations of the teacher certification data collection and management system.

Significant Changes in Results to be Delivered in FY2021

- Update teacher certification website to increase transparency for our customers and the public;
- Consolidate and expand online services;
- Upgrade or replace the teacher certification unit's document management system;
- Continue to work with stakeholders to develop additional pathways to Alaska certification;
- Examine internal protocols and where possible simplify submission and processing of applications; and
- Improve process to identify out-of-field teachers and delivery of out-of-field information to school districts so that the public can be notified as prescribed by ESSA.

Statutory and Regulatory Authority

AS 14.20.010 - .040
AS 14.20.149
4 AAC 04.200 - 900
4 AAC 12.010 - 900
4 AAC 18.021
4 AAC 19
4 AAC 30.010 -020

Contact Information

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Teacher Certification Personal Services Information				
Authorized Positions			Personal Services Costs	
	<u>FY2020</u> <u>Management</u> <u>Plan</u>	<u>FY2021</u> <u>Governor</u>		
Full-time	5	5	Annual Salaries	449,983
Part-time	0	0	COLA	3,636
Nonpermanent	0	0	Premium Pay	0
			Annual Benefits	239,293
			<i>Less 0.00% Vacancy Factor</i>	(0)
			Lump Sum Premium Pay	0
Totals	5	5	Total Personal Services	692,912

Position Classification Summary					
Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Education Administrator II	0	0	1	0	1
Education Associate II	0	0	1	0	1
Education Associate III	0	0	1	0	1
Education Program Assistant	0	0	2	0	2
Totals	0	0	5	0	5

Component Detail All Funds
Department of Education and Early Development

Component: Teacher Certification (1240)

Non-Formula Component

RDU: Education Support and Administrative Services (677)

	FY2019 Actuals	FY2020 Conference Committee	FY2020 Authorized	FY2020 Management Plan	FY2021 Governor	FY2020 Management Plan vs FY2021 Governor	
71000 Personal Services	655.7	735.9	735.9	677.8	692.9	15.1	2.2%
72000 Travel	16.2	16.8	7.9	23.5	23.5	0.0	0.0%
73000 Services	218.8	180.6	180.6	223.1	212.9	-10.2	-4.6%
74000 Commodities	3.4	10.0	10.0	10.0	10.0	0.0	0.0%
75000 Capital Outlay	0.2	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	894.3	943.3	934.4	934.4	939.3	4.9	0.5%
Fund Sources:							
1005 GF/Prgm (DGF)	894.3	943.3	934.4	934.4	939.3	4.9	0.5%
Unrestricted General (UGF)	0.0	0.0	0.0	0.0	0.0	0.0	0.0%
Designated General (DGF)	894.3	943.3	934.4	934.4	939.3	4.9	0.5%
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	6	6	6	5	5	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: Teacher Certification (1240)
RDU: Education Support and Administrative Services (677)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		
										PFT	PPT	NP
***** Changes From FY2020 Conference Committee To FY2020 Authorized *****												
FY2020 Conference Committee												
1005 GF/Prgm	ConfCom	943.3	735.9	16.8	180.6	10.0	0.0	0.0	0.0	6	0	0
Executive Branch 50% Travel Reduction												
1005 GF/Prgm	Veto	-8.9	0.0	-8.9	0.0	0.0	0.0	0.0	0.0	0	0	0
State agency travel budgets, not covered under the exemptions of public safety, health, and disaster management, were reduced 50% in the Governor's FY2020 budget. Veto action removes legislative increases to state travel. Agencies will rely on technology and management efficiencies to reduce the amount of state employee travel.												
The State's fiscal reality dictates a reduction in expenditures across all agencies.												
Subtotal		934.4	735.9	7.9	180.6	10.0	0.0	0.0	0.0	6	0	0
***** Changes From FY2020 Authorized To FY2020 Management Plan *****												
Transfer Division Director (05-8722) to Student and School Achievement Due to Reorganization												
	Trout	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	-1	0	0
Transfer a full-time Division Director (05-8722), range 27, located in Juneau, from Teacher Certification to Student and School Achievement to oversee the Division of Innovation and Education Excellence.												
Align Authority with Anticipated Expenditures												
	LIT	0.0	-58.1	15.6	42.5	0.0	0.0	0.0	0.0	0	0	0
Transfer authority from personal services to cover anticipated travel and services costs. The remaining personal services authority is sufficient to cover anticipated expenditures.												
Subtotal		934.4	677.8	23.5	223.1	10.0	0.0	0.0	0.0	5	0	0
***** Changes From FY2020 Management Plan To FY2021 Governor *****												
FY2021 Salary and Health Insurance Increases												
1005 GF/Prgm	SalAdj	4.9	4.9	0.0	0.0	0.0	0.0	0.0	0.0	0	0	0
FY2021 GGU Salary Increases: \$3.6												
FY2021 increase to GGU Health Insurance from \$1530 to \$1555 per member per month: \$1.3												

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

Component: Teacher Certification (1240)

RDU: Education Support and Administrative Services (677)

Scenario/Change Record Title	Trans Type	Totals	Personal Services	Travel	Services	Commodities	Capital Outlay	Grants, Benefits	Miscellaneous	Positions		
										PFT	PPT	NP
Align Authority with Anticipated Expenditures												
	LIT	0.0	10.2	0.0	-10.2	0.0	0.0	0.0	0.0	0	0	0
Transfer authority from services to cover anticipated personal services costs. The remaining services authority is sufficient to cover anticipated expenditures.												
Totals		939.3	692.9	23.5	212.9	10.0	0.0	0.0	0.0	5	0	0

Line Item Detail (1676)
Department of Education and Early Development
Travel

Component: Teacher Certification (1240)

Line Number	Line Name		FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
2000	Travel		16.2	23.5	23.5
Object Class	Servicing Agency	Explanation	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
2000 Travel Detail Totals			16.2	23.5	23.5
2000	In-State Employee Travel	In-State Transportation - Transportation costs for travel relating to administration, conventions and meetings, boards and commissions.	12.1	6.0	17.5
2002	Out of State Employee Travel	Out-of-State Transportation - Transportation costs for travel relating to administration, conventions and meetings, boards and commissions.	4.1	17.5	6.0

Line Item Detail (1676)
Department of Education and Early Development
Services

Component: Teacher Certification (1240)

Line Number	Line Name		FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
3000	Services		218.8	223.1	212.9
Object Class	Servicing Agency	Explanation	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
3000 Services Detail Totals			218.8	223.1	212.9
3000	Education Services	Training, educational conferences, agency memberships, books and fees for work-related courses.	27.0	30.0	25.0
3001	Financial Services	Accounting, auditing, management/consulting services.	11.3	11.5	11.0
3003	Information Technology	Information Technology - Training, consulting, equipment and software leases, licensing, and maintenance.	6.7	7.0	6.5
3007	Advertising and Promotions	Advertising, promotions, and legal notices.	0.1	0.5	0.5
3009	Structure/Infrastructure/Land	Structure, infrastructure and land repairs, maintenance, rentals and leases.	0.5	0.5	0.5
3010	Equipment/Machinery	Machinery, furniture and equipment purchase, repairs, maintenance, rentals, and leases.	1.5	1.5	1.5
3011	Other Services	Other services, including strategic planning services, State Travel Office fees, and printer/copy machine supplies and maintenance.	8.3	6.4	4.5
3017	Inter-Agency Information Technology Non-Telecommunications	Admin - Department-wide Office of Information Technology chargeback for computer services (including Enterprise Productivity Rates and MICS charges for mainframe usage).	10.6	11.0	10.6
3018	Inter-Agency Information Technology Telecommunications	Admin - Department-wide Office of Information Technology chargeback for telecommunications,	2.1	2.5	2.1

Line Item Detail (1676)
Department of Education and Early Development
Services

Component: Teacher Certification (1240)

Object Class		Servicing Agency	Explanation	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
3000 Services Detail Totals				218.8	223.1	212.9
			Enterprise Productivity Rates, phone lines, and service requests.			
3021	Inter-Agency Mail	Admin - Department-wide	Pro-rated share of expenses relating to central mailroom support and services.	8.2	8.0	8.0
3024	Inter-Agency Legal	Law - Department-wide	Department of Law legal services and regulations review.	18.3	20.0	18.5
3036	Inter-Agency Safety	PubSaf - Department-wide	Safety services, including background checks and fingerprinting.	75.0	75.0	75.0
3038	Inter-Agency Management/Consulting	E&ED - Administrative Services (157)	Administrative Services support to include, but not limited to: accounting; internal audit; budget preparation and management; federal and state financial reporting; procurement; human resources; and travel.	30.1	30.1	30.1
3038	Inter-Agency Management/Consulting	E&ED - Information Services (2148)	Information Services support for centralized information technology services to include, but not limited to: database; network and server support; website maintenance; computer and data security; computer and computer periphery support; and maintenance agreements.	19.1	19.1	19.1

Line Item Detail (1676)
Department of Education and Early Development
Commodities

Component: Teacher Certification (1240)

Line Number	Line Name		FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
4000	Commodities		3.4	10.0	10.0
Object Class	Servicing Agency	Explanation	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
		4000 Commodities Detail Totals	3.4	10.0	10.0
4000	Business	Business supplies including books and educational equipment and furniture; office supplies; desktop computers, printers and IT equipment less than \$5,000 per item; and subscriptions including electronic access to information.	3.4	10.0	10.0

Line Item Detail (1676)
Department of Education and Early Development
Capital Outlay

Component: Teacher Certification (1240)

Line Number	Line Name		FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
5000	Capital Outlay		0.2	0.0	0.0
Object Class	Servicing Agency	Explanation	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
5000 Capital Outlay Detail Totals			0.2	0.0	0.0
5004	Equipment	Equipment and furniture.	0.2	0.0	0.0

Revenue Detail (1681)
Department of Education and Early Development

Component: Teacher Certification (1240)

Revenue Type (OMB Fund Code) Revenue Source	Component	Comment	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
5005 GF/Prgm (1005 GF/Prgm)			894.3	934.4	939.3
5101 Program Receipts Public Protection - Licenses and Permits		Receipts collected from teacher certification, re-certification, and renewal fees.	894.3	934.4	939.3

Inter-Agency Services (1682)
Department of Education and Early Development

Component: Teacher Certification (1240)

	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
Component Totals	163.4	165.7	163.4
With Department of Administration	20.9	21.5	20.7
With Department of Law	18.3	20.0	18.5
With Department of Public Safety	75.0	75.0	75.0
With Department of Education and Early Development	49.2	49.2	49.2

Object Class	Servicing Agency	Explanation	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
3017 Inter-Agency Information Technology Non-Telecommunications	Admin - Department-wide	Office of Information Technology chargeback for computer services (including Enterprise Productivity Rates and MICS charges for mainframe usage).	10.6	11.0	10.6
3018 Inter-Agency Information Technology Telecommunications	Admin - Department-wide	Office of Information Technology chargeback for telecommunications, Enterprise Productivity Rates, phone lines, and service requests.	2.1	2.5	2.1
3021 Inter-Agency Mail	Admin - Department-wide	Pro-rated share of expenses relating to central mailroom support and services.	8.2	8.0	8.0
3024 Inter-Agency Legal	Law - Department-wide	Department of Law legal services and regulations review.	18.3	20.0	18.5
3036 Inter-Agency Safety	PubSaf - Department-wide	Safety services, including background checks and fingerprinting.	75.0	75.0	75.0
3038 Inter-Agency Management/Consulting	E&ED - Administrative Services (157)	Administrative Services support to include, but not limited to: accounting; internal audit; budget preparation and management; federal and state financial reporting; procurement; human resources; and travel.	30.1	30.1	30.1
3038 Inter-Agency Management/Consulting	E&ED - Information Services (2148)	Information Services support for centralized information technology	19.1	19.1	19.1

Inter-Agency Services (1682)
Department of Education and Early Development

Component: Teacher Certification (1240)

Object Class	Servicing Agency	Explanation	FY2019 Actuals	FY2020 Management Plan	FY2021 Governor
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services to include, but not limited to:
database; network and server
support; website maintenance;
computer and data security;
computer and computer periphery
support; and maintenance
agreements.

Personal Services Expenditure Detail
Department of Education and Early Development

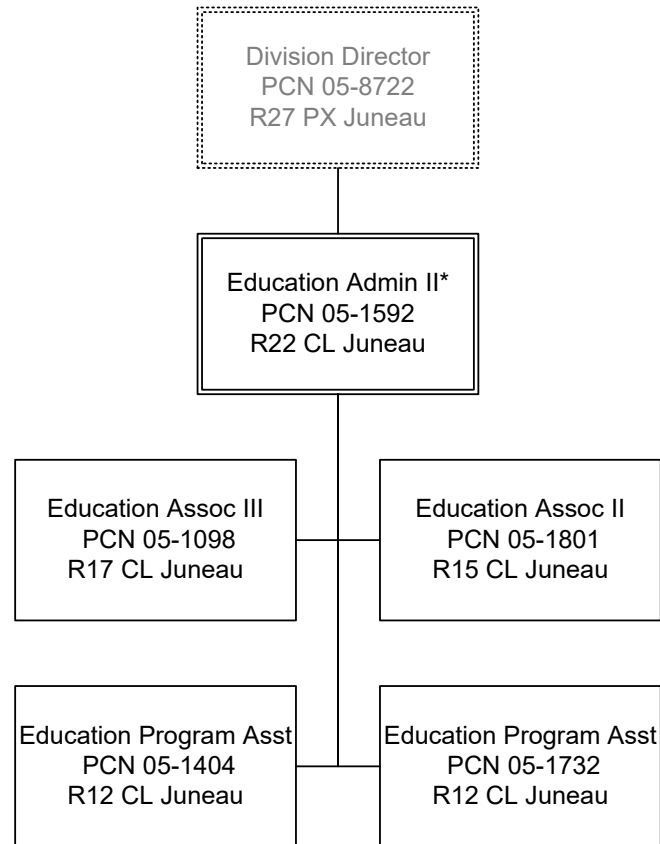
Scenario: FY2021 Governor (16414)
Component: Teacher Certification (1240)
RDU: Education Support and Administrative Services (677)

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
05-1060	Administrative Assistant I	FT	A	GP	Juneau	205	12L	4.0	*	18,556	249	0	12,634	31,439	0
05-1098	Education Associate III	FT	A	GP	Juneau	205	17J	12.0		73,920	993	0	44,167	119,080	0
05-1404	Education Program Assistant	FT	A	GP	Juneau	205	12K / L	12.0		54,719	735	0	37,575	93,029	0
05-1592	Education Administrator II	FT	T	SS	Juneau	99	22M	12.0		118,913	0	0	41,138	160,051	0
05-1732	Education Program Assistant	FT	A	GP	Juneau	205	12F / G	12.0		49,210	661	0	35,684	85,555	0
05-1757	Program Coordinator I	FT	A	GP	Juneau	205	18G / J	2.0	*	13,111	176	0	7,633	20,920	0
05-1801	Education Associate II	FT	A	GP	Juneau	205	15F / G	12.0		61,176	822	0	39,792	101,790	0
05-8722	Division Director - Px	FT	T	XE	Anchorage	N00	27E	6.0	*	60,378	0	0	20,670	81,048	0
													Total Salary Costs:	449,983	
													Total COLA:	3,636	
													Total Premium Pay:	0	
													Total Benefits:	239,293	
													Total Pre-Vacancy:	692,912	
													Minus Vacancy Adjustment of 0.00%:	(0)	
													Total Post-Vacancy:	692,912	
													Plus Lump Sum Premium Pay:	0	
													Personal Services Line 100:	692,912	

PCN Funding Sources:	Pre-Vacancy	Post-Vacancy	Percent
1005 General Fund/Program Receipts	692,912	692,912	100.00%
Total PCN Funding:	692,912	692,912	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.

State of Alaska
Department of Education & Early Development
Teacher Certification (1240)
FY2021 Governor Organization Chart



* PCN 05-1592 also supervises PCN 05-1612 in the Student and School Achievement component.