

*California
Commission on Teacher Credentialing*

*Meeting of
November 5-6, 2001*

AGENDA ITEM NUMBER: EXEC - 2

COMMITTEE: Executive Committee

TITLE: Quarterly Agenda

Action

Information

Strategic Plan Goal(s):

Continue to refine the coordination between Commissioners and staff in carrying out the Commission's duties, roles and responsibilities.

- Continuously improve the development, distribution and dissemination of agenda and information to the Commission.

Presented By: Mary Armstrong

Prepared By: _____

Maureen Henkelman
Executive Office

Date: 11/03/03

Approved By: _____

Mary Armstrong
General Counsel

Date: 11/03/03

Authorized By: _____

Dr. Sam W. Swofford
Executive Director

Date: 11/03/03

BACKGROUND

Each year the Commission reviews and approves its proposed meeting dates for the following year.

SUMMARY

The state of California is experiencing a severe budget crisis. As a result, at the direction of the Department of Finance Commission staff is constantly reviewing its budget and all expenditures to determine any potential cost savings. To that end, staff has also reviewed the 2004 Commission meeting schedule and would like to propose a revision and recommend the Commission adopt one of the following schedules. Schedule A proposes 3 one-day meetings and 5 two-day meetings with an approximate annual savings of \$29, 281. Schedule B proposes 2 one-day meetings and 5 two-day meetings with an approximate annual savings of \$35,138. Schedule C proposes 6 one-day meetings and 2 two-day meetings with an approximate annual savings of \$46,850. Schedule D proposes 4 one-day meetings and 3 two-day meetings with an approximate annual savings of \$46,850.

Education Code Section 44215 provides, in pertinent part, that “(t)he Commission shall meet at least once each month in no fewer than ten months each year.” The Executive Director and Senior staff met and determined that the proposed calendars meet this statutory mandate as well as the Commission’s workload needs and statutory timeline requirements. Projected and anticipated major future policy issues and initiatives were also taken into consideration. Most importantly, the Commission’s goals and objectives were reviewed to insure that the proposed schedules provide sufficient opportunity for a thorough review of policy issues by both the Commission and all stakeholders. The proposed meeting dates are also designed to maximize attendance by all Members by taking holiday and school schedules into consideration.

Currently Adopted 2004 Commission Meeting Dates

| | |
|------------|------------------------|
| January 8 | July – No Meeting |
| February 5 | August 11-12 |
| March 3-4 | September – No Meeting |
| April 8 | October 6-7 |
| May 5-6 | November 4 |
| June 3 | December 1-2 |

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Proposed 2004 Commission Meeting Dates

Schedule A

| | |
|--------------------|------------------------|
| January 8 | June 3 |
| February 5 | July –No Meeting |
| March 24-25 | August 11-12 |
| April – No Meeting | September 30-October 1 |
| May 5-6 | November 30-December 1 |

Schedule B

| | |
|--------------------|--------------------------|
| January 8 | June 30 – July 1 |
| February 5 | August – No Meeting |
| March 24-25 | September 30 – October 1 |
| April – No Meeting | November 30 – December 1 |
| May 5-6 | |

Schedule C

| | |
|------------|------------------|
| January 8 | June 3 |
| February 5 | July –No Meeting |

Schedule D

| | |
|------------|---------------------|
| January 8 | June 30 – July 1 |
| February 5 | August – No Meeting |

| | | | | |
|--------------------|------------------------|--|--------------------|--------------------------|
| March 25 | August 12 | | March 25 | September 30 – October 1 |
| April – No Meeting | September 30-October 1 | | April – No Meeting | November 30 – December 1 |
| May 6 | November 30-December 1 | | May 6 | |