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Action

Executive Committee

Discussion of the Commission's 2007 Meeting Schedule

Executive Summary: The Executive Committee will discuss the possible adoption of a revised 2007 Commission meeting schedule.

Recommended Action: None

Presenter: Cheryl Hickey, Consultant, Executive Office.

Strategic Plan Goal: 2

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.

November-December 2006

Discussion of the Commission's 2007 Meeting Schedule

Introduction

At the May-June 2006 Commission meeting the Commission approved a schedule of six two-day Commission meetings for the 2007 calendar year. At the September 2006 Commission meeting stakeholders suggested that the Commission return to conducting meetings on a more frequent basis. Staff was asked to bring back an agenda item to address possible changes to the 2007 Commission meeting schedule. This item presents two possibilities for revising the Commission's 2007 meeting schedule. Option A includes the addition of three one-day meetings in March, May, and November to the currently adopted 2007 calendar. Option B includes adding the same three additional one-day meetings, and reducing the April, August, and October meetings from two-day meetings to one-day meetings.

Background

In 2004 and 2005 the Commission worked to reduce its number of meetings, due to budgetary concerns and limitations, and still meet the statutory requirement of holding a meeting in no less than ten months out of the year. Last year, the Budget Act removed Education Code language that required the Commission to meet at least once each month and no fewer than ten months each year. The Commission staff had argued that this language was unnecessarily prescriptive and did not provide sufficient flexibility to determine the need to meet based upon workload and resources. As a result, the new language in Education Code section 44219 reads, "The Commission shall meet as deemed appropriate and necessary by the chairperson and the executive committee to accomplish its duties, but shall meet no fewer than once each quarter of the year." This new language provides the Commission with greater flexibility in determining its meeting schedule needs.

At the May-June 2006 Commission meeting, the Commission approved a schedule of six two-day Commission meetings for 2007. At the September 2006 meeting, several representatives of stakeholder groups urged the Commission to reconsider its meeting schedule and to adopt a schedule that would require more frequent meetings. Several members of the Commission voiced support and direction was given to staff to prepare an item for Commission reconsideration of the 2007 meeting schedule.

Proposed Schedule for 2007

The following page contains the adopted 2007 Commission meeting schedule and two possible revised schedules. The Executive Director and Senior staff has determined that all three calendars meet the workload needs, goals, and objectives of the Commission. The three additional proposed meeting dates have been checked to avoid conflicting with major federal, state, and religious holidays.

Budget Implications

The Commission has budgeted a total of \$62,382 for the six two-day meetings in 2007. This figure is based on an estimated cost for each two-day meeting of \$10,397. The estimated cost for a one-day meeting is \$7,547. Option A (adding three one-day meetings) would increase the annual budget cost by \$26,241 to a total of \$88,623. The additional costs include travel costs, substitute reimbursements for teacher representatives, and stipends. Option B (adding three one-day meetings and reducing three meetings from two-day to one-day) would increase the annual budget cost by \$14,091 to a total of \$76,473. It has been determined that there is sufficient funding for the coming year to provide for any of the schedules listed below.

Adopted 2007 Schedule

(6 two-day meetings)

Jan-No Mtg	Jul-No Mtg
Feb 7-8	Aug 8-9
Mar-No Mtg	Sep-No Mtg
Apr 11-12	Oct 3-4
May-No Mtg	Nov-No Mtg
Jun 27-28	Dec 5-6

Possible Revised 2007 Schedule A

(6 two-day meetings & 3 one-day meetings)

Jan-No Mtg	Jul-No Mtg
Feb 7-8	Aug 8-9
Mar 8*	Sep-No Mtg
Apr 11-12	Oct 3-4
May 10*	Nov 8*
Jun 27-28	Dec 5-6

Possible Revised 2007 Schedule B

(3 two-day meetings & 6 one-day meetings)

Jan-No Mtg	Jul-No Mtg
Feb 7-8	Aug 9**
Mar 8*	Sep-No Mtg
Apr 12**	Oct 4**
May 10*	Nov 8*
Jun 27-28	Dec 5-6

* Possible new meeting date.

** Possible change from two-day meeting to one-day meeting.