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Information

Fiscal Policy and Planning Committee

Proposed Budget Change Proposals For Fiscal Year 2008-09

Executive Summary: This agenda item presents the proposed Fiscal Year 2008-09 Budget Change Proposal/Concepts (BCP) for Commission consideration.

Recommended Action: For information only.

Presenter: Crista Hill, Division Director, Fiscal and Business Services Section

Strategic Plan Goal: 2

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

- Conduct periodic review of the efficiency of the day-to-day operations and financial accountability of the Commission.

June 2007

Proposed Budget Change Proposals for Fiscal Year 2008-09

Introduction

Staff is presenting the proposed 2008-09 Budget Change Proposals (BCP) in the form of a brief two page summary for the Commission to review. An updated BCP summary will be presented at the August Commission meeting for approval. Once the BCP concepts are approved Commission staff will develop a full BCP for submittal to the Department of Finance by the September 13, 2007 deadline.

Background

On an annual basis state agencies have two opportunities to submit BCPs to the Department of Finance for consideration for the next budget development cycle. Any proposal approved by the Administration will be the basis for discussion with the Legislative budget subcommittees during the spring hearing process.

According to the State Administrative Manual a BCP is defined as “a proposal to change the level of services or funding sources for activities authorized by the Legislature, propose new activities not currently authorized, or delete existing programs. **All information contained in BCPs is strictly confidential until release of the Governor's Budget.** Each department is responsible for maintaining the confidentiality of its respective BCPs until approved for release (usually simultaneously with the release of the Governor's Budget in January). Disapproved BCPs and disapproved versions of BCPs remain confidential working papers and must not be released. Responses to any requests for confidential budget documents under the Public Records Act or pursuant to discovery requests must be coordinated with Finance legal staff.”

The Commission staff has identified two concepts for the FY 2008-09 budget development cycle for members of the Commission to consider.

- 1. Certification, Assignment & Waivers Division (CAW) – Position Retention (Workload Processing Time/Improve Customer Service Levels/Credential Conversion for CALTIDES)**
- 2. Administration Division and CAW – California Longitudinal Teacher Integrated Data Education System (CALTIDES) – Third Year Costs**

The proposed 2008-09 BCP Summaries are provided on the next several pages for review.

Next Steps

Commission staff will take direction from the Commission on each of the summaries presented in the agenda and update the summaries as appropriate. At the August 2007 meeting Commission staff will bring back for consideration the updated summaries for Commission action. The Commission staff will then develop the concepts into full BCPs, as required by the Department of Finance, and submit the proposals to the Department of Finance by the September 13, 2007 deadline. The approval/denial status of the proposal will not be available until the release of the 2008-09 Governor's Budget on January 10, 2008.

**BUDGET CHANGE PROPOSAL SUMMARY
FISCAL YEAR 2008-09**

Concept 1

Certification, Assignment & Waivers Division (CAW) – Position Retention (Workload Processing Time/Improve Customer Service Levels/Credential Conversion for CALTIDES)

Summary

In Fiscal Year 2006-07, the Administration converted four (4) permanent Consultant positions from its Professional Services Division (PSD) into three (3) Staff Services Analysts (SSA) positions and four (4) Office Technician (OT) positions in the CAW Division in order to address the credential workload. Provisional language in the proposed FY 2007-08 budget specifies that the position appointment to the CAW Division will expire on June 30, 2008 and return to PSD.

It is the objective of the Commission staff to permanently allocate the personnel years (PY) funding and position authority to the CAW Division in order meet the proposed new mandate of (fifty) 50 working days for processing all credentials as identified in Assembly Bill 469 (Brownley), improve the current customer service levels, as well as convert approximately 60,000 microfilm documents to electronic media. These records must be added to our Siebel data system to comply with the new California Longitudinal Teacher Integrated Data Education System (CALTIDES) project.

Justification

Based upon fiscal year 2006-07, Zero Based Budget analysis, the transfer of the positions from the PSD met the immediate need to address the CAW workload demands. Efforts to maintain the Commission's current workload status is only viable with static staffing levels. By appointing the seven (7) positions as permanent to the CAW Division, the Division will be able to meet the proposed future mandate of 50 processing days for all credentials, improve the response time on telephone and email inquiries, and convert 60,000 microfilm documents to an electronic media to ensure the success of the CALTIDES project.

Benefits

In order for the CAW Division to continue its current service levels, the following must occur:

- maintain an expert level of staffing,
- build required data collection systems for program evaluation and monitoring,
- maintain and improve customer service levels,
- implement new mandated processing times,
- build strong data systems in collaboration with California Department of Education and stakeholders,
- comply with federal and state education requirements, and
- administer long-term sustainability of data integration

The Commission must maintain its current level of trained staff to provide the expertise necessary to process credentials in a timely manner. Because of the complexity of the credentialing process, the SSAs must complete 18 to 24 months of foundational, technical and on-the-job training to attain journey-level knowledge. In preparation for succession planning

and to realize the Commission's efforts to recruit and retain skilled staff, it is critical to preserve the CAW Division's current staffing levels.

In addition, the CALTIDES project will provide an integrated data system, in partnership with California Department of Education, that will provide information on the success of teacher preparation and how it links to student achievement. This system will provide an infrastructure of data that allows the education industry to make decisions based on data.

Budget Assumptions

Appoint the seven (7) positions to the CAW Division on a permanent basis. The funding for this proposal is already included within existing resources and would not require additional funding.

Concept 2

Administration Division and CAW – California Longitudinal Teacher Integrated Data Education System (CALTIDES) – Third Year Costs

Summary

This Budget Change Proposal (BCP) is requesting the 2008-09 funding of \$248,000 in ongoing funding, and 2.5 full-time positions to staff the Commission on Teacher Credentialing (Commission) based on the approved Feasibility Study Report approved by the Administration on May 12, 2006 for the new CALTIDES project.

The 2005 Budget Act (Senate Bill 77, Chap. 38, Stats. 2005) appropriated \$350,000 for the California Department of Education (CDE) to contract for the development of an FSR for a CALTIDES, previously known as the Teacher Data System project. The CALTIDES FSR was completed on March 31, 2006 and approved by the Administration on May 12, 2006 as Project Number 6110-97. The 2006 Budget Act provided federal Title II carryover funds to support several activities, including contracting for project management, oversight, and solicitation document development (Request for Proposal) services. Funding was also provided to support 2.5 positions for the Commission, and one position in the CDE to conduct specified activities to prepare for the CALTIDES. This BCP requests funds to support the third year implementation activities of the CALTIDES project for the Commission for \$248,000.

Justification

CALTIDES is required for the CDE to comply with its monitoring responsibilities of Highly Qualified Teacher requirements under the federal No Child Left Behind (NCLB) Act of 2001, as specified in the "Plan of Activities to Meet NCLB Teacher Quality Requirements" submitted to the USDE in April 2006. Support of the third year activities will also allow for coordination with the development of the California Longitudinal Pupil Achievement Data System (CALPADS), thereby potentially avoiding the necessity for modifying or revising CALPADS after its development.

Benefits

CALTIDES will integrate data currently residing in numerous state databases. The CALTIDES data will significantly increase the value of existing data so that it may support policy decisions related to allocating resources to the most effective programs. CALTIDES will also provide information that will help the state better anticipate and address teacher workforce issues, and will significantly enhance and streamline assignment monitoring and state and federal reporting.

Budget Assumptions

\$248,000 from Federal Title II Reimbursements from the California Department of Education and 2.5 positions.