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## Action

### *Ad Hoc Committee*

## Interview and Selection of Members for the Committee of Credentials

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**Executive Summary:** This agenda item provides information about the selection process for the appointment of one Public Representative and one Elementary Teacher to serve on the Committee of Credentials (COC) and the selection of possible alternates for the Public Representative, Elementary Teacher and School Board Member appointments.

**Recommended Action:** To recommend to the Commission the appointment of one Public Representative and one Elementary Teacher to the COC, and the recommendation of possible alternates for the Public Representative, Elementary Teacher and School Board Member appointments.

**Presenter:** Ani Kindall, Division of Professional Practices

**Strategic Plan Goal(s): 1**

**Promote educational excellence through the preparation and certification of professional educators**

- ◆ Evaluate and monitor the moral fitness of credential applicants and holders and take appropriate action

June 2011

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# Interview and Selection of Members for the Committee of Credentials

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## **Introduction**

At the January 2012 meeting of the Commission on Teacher Credentialing the Commission moved to: 1) reappoint Ms. Soliz to a second term as a public member, effective July 1, 2012; 2) declare the public member position held by Mr. Dolata, the elementary teacher member position held by Mr. Law, and the school board member position held by Ms Kilponen vacant effective July 1, 2012; and 3) if Ms. Kilponen remains eligible to serve, rescind the vacancy declared for the school board member position and reappoint Ms. Kilponen without further action by the Commission.

The Ad Hoc Committee will interview, evaluate, and recommend appointment of one Public Representative and one Elementary Teacher to serve on the Committee of Credentials (COC). The Ad Hoc Committee may also recommend alternates for these appointments. Consistent with the Commission's decision in January 2012, the current School Board Member is considered reappointed to serve an additional term; however, the Ad Hoc Committee may also recommend an alternate for this appointment.

## **Background**

The obligations of the Commission relative to the COC are set forth in the Commission's Policy Manual. This item summarizes those obligations and presents information concerning the selection process for members of the COC.

The Commission and its appointed COC review individuals for fitness to receive and/or retain credentials. The COC is comprised of seven members appointed by the Commission and consists of one elementary teacher, one secondary teacher, one school board member, one school administrator, and three public representatives. The COC meets three days each month.

## **Selection Process**

Pursuant to §501 of the Commission's Policy Manual, an Ad Hoc Interview Committee appointed by the Chair in accordance with the provisions of §§400 and 410 shall be responsible for receiving and evaluating applications and nominations for membership on the COC and for conducting interviews as appropriate; and

(a) Placing in nomination the names of qualified persons for each position to be filled. An alternate may be selected if deemed qualified. Any alternate so selected will be placed in a pool of alternates and available to fill a vacancy in that position category should the need arise.

(b) Identifying, scoring, ranking, discussing and recommending nominees for the Committee of Credentials to the Commission according to the following factors: (1) The total membership of the Committee of Credentials should be broadly representative

of the community with respect to sex, ethnic and cultural background, and geographical area of residence. (2) Persons nominated should be of balanced and judicious temperament with broad understanding of, and respect for, community values and attitudes. (3) Persons nominated must be willing and able to devote the time and effort necessary to carry out the work of the Committee.

The terms of members of the COC are set forth in §503 as follows:

(a) The term for each initial appointment to the Committee of Credentials shall be two years, and no member shall serve more than four successive two-year terms.

(b) At least one new member shall be appointed each year, but in the interest of continuity and stability, not more than three members should be replaced in one year.

(c) Terms of appointment shall commence on July 1 and shall expire on June 30, except that an appointment to fill an unexpired term may be made effective upon the first day that a position becomes vacant.

The Policy Manual provides in §504 that: (a) The Commission fully recognizes the unique and valuable contribution of the Committee of Credentials to the work of the Commission; and wishes to maintain a fully effective, cooperative, and cordial working relationship between the two bodies. (b) Each Commissioner is encouraged to arrange his/her calendar so as to schedule attendance at a Committee of Credentials meeting each year in order to observe the Committee functions and to become familiar with Committee procedures. (c) The Committee Chair and/or Committee will be invited to meet with the Commission from time to time to exchange views on matters relating to disciplinary and corrective measures necessary and appropriate.

The current composition of the COC, the geographic distribution and the terms of the members is set forth below:

#### **Committee of Credentials Members**

<b>Name</b>	<b>Current Term</b>
GREGG LAW (Lincoln) Elementary Teacher	06-30-2012
HELIO BRASIL (Modesto) Administrative Employee	06-30-2013
SHEILA RYSKAMP (Los Banos) Secondary Teacher	06-30-2013
ALBERT DOLATA (Rancho Murieta) Public Member	Not available after 06-30-2012
RODONNA VAN PELT (Riverside) Public Member	06-30-2013
BARBARA KILPONEN (Fullerton) School Board Member	06-30-2014
TILLIE SOLIZ (Riverside) Public Member	06-30-2014

The term of Gregg Law (elementary teacher) expires June 30, 2012. Mr. Law has indicated that he is available to serve an additional term if he is reappointed, and submitted an application for the elementary teacher position.

Albert Dolata (public representative) indicated that he is unavailable after June 30, 2012.

As indicated in the minutes of the January 2012 Commission meeting, should Barbara Kilponen (school board member) remain eligible to serve, the vacancy declared for the School Board Member position at January 2012 Commission meeting would be rescinded and Ms. Kilponen would be reappointed without further action by the Commission. Ms. Kilponen confirmed her eligibility to continue to serve by seeking re-election as a School Board Member.

Pursuant to Commission action at the January 26-27, 2012 meeting, vacancies were advertised. A final filing date of June 1, 2012 was set as the deadline for the submission of applications.

The list of candidates and the applications for the public representative and elementary teacher positions are attached. In addition, the Commission received one application for the School Board Member position. That application is being presented to you for possible recommendation as an alternate for the School Board Member position.

**Recommended Action**

That the Ad Hoc Committee recommend to the Commission the appointment of one Public Representative and one Elementary Teacher to the COC and the selection of qualified alternates for the Public Representative, Elementary Teacher and School Board Member appointments.