
3B

Action

Professional Practices Committee

Committee of Credentials Vacancies for FY 2016-17

Executive Summary: The Commission will review the terms of the current members of the Committee of Credentials and determine whether to reappoint or declare vacancies for one elementary teacher member, one school board member and two public members.

Recommended Action: Staff recommends that the Commission determine whether to reappoint or declare vacancies for four positions on the Committee of Credentials.

Presenter: Nanette Rufo, Director, Division of Professional Practices

Strategic Plan Goal:

I. Educator Quality

- ◆ Effectively, efficiently, and fairly monitor the fitness of all applicants and credential holders to work with California students.

Committee of Credentials Vacancies for FY 2016-17

Introduction

The policy of the Professional Practices Committee and the Commission relative to selection of the members of the Committee of Credentials (Committee) are set forth in the Commission's Policy Manual. This item summarizes the policy and presents information concerning the vacancy, application and selection process.

Background

The Commission and its appointed Committee review individuals for fitness to receive and/or retain credentials. In addition, the Commission distributes information regarding the actions taken to all public and private schools and school districts in California and every other state in the nation.

The Committee 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 employee, and three public representatives.

The Committee meets three days each month at the offices of the Division of Professional Practices in Sacramento. Members review allegations of misconduct at various levels of review each month.

The Commission's Professional Practices Committee is responsible for informing "the Commission when vacancies occur or may be expected to occur on the Committee of Credentials." (CTC Policy Manual §500) The terms of public representatives, Tillie Soliz and Mary Jane Roberts; school board member, Jane Smith; and elementary teacher, Mario Moya, expire on June 30, 2016.

The Commission's Policy Manual states that: "Prior to publicly announcing a vacancy, the Committee shall inquire, in writing, as to the availability of incumbents to serve an additional term." (CTC Policy Manual §500(a)) Pursuant to this provision, an inquiry regarding the availability of the eligible incumbents Tillie Soliz, Mary Jane Roberts, Jane Smith, and Mario Moya was sent on November 9, 2015. All incumbents have expressed a willingness to serve an additional term. Ms. Soliz has served three two-year terms; Ms. Roberts has served one two-year term and the remainder of another's term beginning in January 2014; and Ms. Smith has served one two-year term. Mr. Moya has served the remainder of another's term beginning in October 2014.

The Policy Manual also provides that "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,” and that “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.” (CTC Policy Manual §503)

Prior to any interviews, Commissioners may wish to attend a meeting of the Committee to observe its proceedings. Under Policy Manual 504(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.”

Committee of Credentials Members

The current and proposed composition of the Committee and the terms are as follows:

Name	Date First Appointed	Current Term Expires
TILLIE SOLIZ Public Representative	07-01-10	06-30-16
MARY JANE ROBERTS Public Representative	07-01-12	06-30-16
ELLEN GERVASE Public Representative	07-01-15	06-30-17
MARIO MOYA Elementary Teacher	10-14-14	06-30-16
JANE SMITH School Board Member	01-21-14	06-30-16
HELIO BRASIL, Chair Administrative Employee	07-01-11	06-30-17
SHEILA RYSKAMP Secondary Teacher	07-01-11	06-30-17

Staff Recommendation

Staff recommends the Commission determine which positions, if any, to declare vacant upon completion of the term of service. Staff will begin the process of advertising for candidates for any vacant position(s) and schedule interviews for an Ad Hoc Interview Committee in June 2016.