

COMMISSION FOR TEACHER PREPARATION AND LICENSING

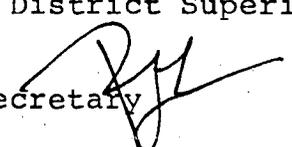
20 O STREET
SACRAMENTO 95814

(916) 445-0184

November 30, 1977

77-7825

TO: All Individuals and Groups Interested in the Activities of the Commission for Teacher Preparation and Licensing, Deans of Education, County and District Superintendents, Designated Organizations

FROM: Peter L. LoPresti, Executive Secretary 

SUBJECT: Nominations for Administrative Services Advisory Panel

At its November meeting, the Commission for Teacher Preparation and Licensing adopted a resolution to re-establish the Administrative Services Advisory Panel. Because some vacancies have occurred on the Panel, the Commission again requests aid in providing names of potential candidates to serve and hopes that you will be able to nominate suitable persons.

The primary functions of this Advisory Panel will be to review the Scope and Content Statement for the Administrative Services Examination to determine if modifications are needed, to evaluate the new examination, and to provide advice during the development of any examination. Each panel member will be required to draw from personal knowledge of the subject, and personal experience in public or private education to determine the minimum subject matter knowledge needed to be an administrator.

The Panel will consist of representatives from the public schools - both teachers and administrators, institutions of higher education, and the general public. If you know of suitable persons, do not hesitate to nominate them.

Panel members will be selected from a list of nominees after Commission review of nomination documents. To assure that your nominees receive prompt consideration, please include supporting documentation with your nominations. Where appropriate, the documentation should include information of at least the following:

- (1) Academic preparation;
- (2) Experience in education;
- (3) Other work experience;
- (4) Leadership in general.

Please submit any other information which can help in the selection of the best possible panel. In order to get the panel assembled and operating by March, 1978, nominations and supporting documentation need to be presented to the Commission at its February meeting. The closing date for letters of nominations and supporting documentation is January 2, 1978. At least four panel positions will be filled.

Members of the Advisory Panel, while not receiving remuneration, will receive per diem compensation and necessary travel expenses.

Please mail your nominations and supporting documentations to:

Mrs. Marjorie B. Brodt
Consultant, Teacher Preparation
Commission for Teacher Preparation
and Licensing
1020 "O" Street, Room 222
Sacramento, CA 95814

If you have any questions regarding your response to this letter, please contact Mrs. Brodt at (916) 322-2304 or ATSS 8-492-2304.