
4B

Action

Fiscal Policy and Planning Committee

Approval of Agreements that Exceed One Hundred Thousand Dollars

Executive Summary: Section 610 of the CCTC Policy Manual (Contract Authority) requires that agreements or contracts of \$100,000 or more be approved by the California Commission on Teacher Credentialing. This item presents an agreement that requires approval.

Recommended Action: Staff seeks the approval for the Interim Executive Director or designee to execute the agreements as presented in this agenda item.

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

Strategic Plan Goal: 4

Continue effective and appropriate involvement of the Commission with policymakers on key education issues.

- Respond to policymakers information inquiries.
- Collaborate with and advise appropriate agencies.

Approval of Agreements that Exceed One Hundred Thousand Dollars

Introduction

Section 610 of the CCTC Policy Manual (Contract Authority) requires that agreements or contracts of \$100,000 or more be approved by the California Commission on Teacher Credentialing (Commission). This agenda item seeks the approval for the Interim Executive Director or designee to authorize the agreements as presented in this agenda item that are in excess of \$100,000.

Background

As part of daily operations Commission staff has to work with various external vendors to complete some of the tasks given the expertise in the field. When an agreement of any kind exceeds \$100,000 the Commission staff must seek approval from the Commission prior to entering into the agreement. Agreements below \$100,000 are currently delegated to the Interim Executive Director or designee for approval.

Requested Action by the Commission

At this time, staff seeks the Commission's consideration and action on two agreements. They are as follows:

1. Examination - California Subject Examinations for Teachers - Amendment #2
2. Information Technology – Credentialing System Enhancements

1. Examination - California Subject Examinations for Teachers (CSET) Amendment #2

The California Subject Examinations for Teachers (CSET) is a series of subject matter examinations for prospective teachers who choose to meet the subject matter competence requirement by taking examinations. The CSET program currently includes CSET: Multiple Subjects, CSET: Preliminary Educational Technology, and CSET: Single Subjects.

Agreement Summary:

Commission staff seeks the approval for the Interim Executive Director or designee to approve a contract amendment with the NCS Pearson, Inc (previously National Evaluation Systems) to allow the following activities to occur under the existing CSET development and administration contract.

- Add seven (7) new Single Subject languages examinations (Filipino, Hmong, Cantonese, Armenian, Khmer, Arabic, and Farsi) as required by the Budget Act of 2006 at a cost of \$75,000 (*Funding for this activity is from one-time Federal Funds via an Interagency agreement with the Department of Education per the Budget Act of 2006.*).
- Complete a validity study for two subtests of the CSET: Languages Other Than English examinations (Subtest IV and Subtest V) as a result of the consolidation of the BCLAD and the CSET examinations approved by the Commission at the November-December 2006 meeting, at a total cost of \$184,000 from the already budgeted validity study allocation in the Test Development and Administration Account (\$80,000 for subtest IV and \$104,000 for subtest V).

In addition to the budgeted changes referenced above, provided below are some technical items that are being incorporated as part of this amendment.

- A no cost adjustment, per SB 1209 (Chapter 517, Statutes of 2006) to add the new basic skill writing assessment to the CSET Multiple Subjects examination.
- Extend the term of this agreement until December 31, 2007, the current term ends October 31, 2007, to allow the contractor sufficient time to complete the final report on standard setting aspect of test development.
- As a result of the recent acquisition of the National Evaluation Systems also change the name of the agreement to NCS Pearson, Inc.

It is important to note that this exam contract is currently “revenue only” and adding the components referenced above requires the Commission to fund this within existing expenditure authority given the current funding structure for these activities. This amendment would be for a total of \$259,000 from already budgeted funds for this specific purpose.

2. Information Technology – Credentialing System Enhancements

In February 2005, the Commission fully implemented its technology. As the system matures, staff has identified enhancements that will improve the performance of the system as well as set the stage for the Commission to implement a paperless application and licensing process.

Agreement Summary:

In an effort to move forward with the future enhancements to the credentialing system, it is requested that the Commission approve an agreement with an integration vendor (to be announced at the Commission meeting) for approximately \$190,000.00 in FY 2006-07. The proposed enhancements to the system that will prepare the Commission to move in a direction will allow various documents to be completely paperless, as well as allow the on-line look-up of disciplinary actions, as appropriate, for credential holders. As part of the scope of work the integration vendor will be performing data cleansing, data validation and improving security of the data.

The approval of this integration vendor is necessary to continue to improve the Commission’s data integrity, enhance the system and provide a path for future upgrades for the highly successful credentialing system.

Recommendation

Commission staff seeks the approval for the Interim Executive Director or designee to execute the agreements as presented in the agenda item.