



## Commission on Teacher Credentialing

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*Office of the Executive Director*

**Date:** February 21, 2019

**To:** All Individuals and Groups Interested in the Activities of the Commission on Teacher Credentialing

**From:** Mary Vixie Sandy, Executive Director, Commission on Teacher Credentialing

**Subject:** Proposed Disciplinary Guidelines

The Commission on Teacher Credentialing invites all interested members of the public, including stakeholders, to submit written feedback on Proposed Disciplinary Guidelines ([Item 5B](#)), as discussed at the Commission's February 2019 meeting.

Disciplinary Guidelines are adopted by state licensing agencies to provide guidance and direction to those involved in the disciplinary decision-making process. Such guidelines will provide consistency in decision-making by the Commission, as well as in proposed recommendations from administrative law judges and the Committee of Credentials. Guidelines will also ensure notice to educators, transparency, and public protection.

The Proposed Disciplinary Guidelines identify a range of adverse actions that may be imposed on an educator's license for specific types of misconduct; however, guidelines are not binding in cases of substantial mitigation or aggravation. Rather, minimum and maximum adverse action ranges are intended to provide clear guidance from the Commission as to determining the appropriate outcome of a case.

Commission members showed great interest in promulgating disciplinary guidelines in regulation during discussion at the February 2019 meeting; however, the Commission has not yet directed staff to engage in the rulemaking process. The Commission has requested staff to invite feedback from all interested members of the public, including stakeholders, prior to the next Commission meeting in April 2019.

Please submit written feedback to Attorney Katie Hampton at [khampton@ctc.ca.gov](mailto:khampton@ctc.ca.gov), no later than March 8, 2019. Please also consider providing verbal input by attending an open meeting with staff during the week of March 4 (date TBD), at the offices of the Commission on Teacher Credentialing, 1900 Capitol Avenue, Sacramento. Also be advised that, should the Commission direct staff to initiate rulemaking in accordance with the Administrative Procedures Act at its April 2019 meeting, the rulemaking process will provide opportunities for continued public feedback. The regulatory process can take up to one year, during which time all public feedback will be addressed in writing and brought for consideration before the Commission.