

COMMISSION ON STATE MANDATES

980 NINTH STREET, SUITE 300
SACRAMENTO, CA 95814
PHONE: (916) 323-3562
FAX: (916) 445-0278
E-mail: csminfo@csm.ca.gov

May 13, 2014

Mr. Arthur Palkowitz
Stutz Artiano Shinoff & Holtz
2488 Historic Decatur Road, Suite 200
San Diego, CA 92106

Ms. Jill Kanemasu
State Controller's Office
Division of Accounting and Reporting
3301 C Street, Suite 700
Sacramento, CA 95816

And Parties, Interested Parties, and Interested Persons (See Mailing List)

**RE: Final Staff Analysis, Proposed Statewide Cost Estimate, and Notice of Hearing
Teacher Credentialing, 03-TC-09**
California Code of Regulations, Title 5, Sections 80556(a),(c),(f) and (j) and
80556.1(e) as added and amended by Register 86, No. 40; Register 94, No. 19
San Diego County Office of Education, Claimant

Dear Mr. Palkowitz and Ms. Kanemasu:

The final staff analysis and proposed statewide cost estimate for the above-named matter are enclosed.

Hearing

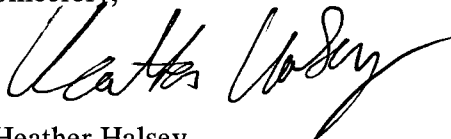
This matter is set for hearing on **Friday May 30, 2014**, at 10:00 a.m., in the State Capitol, Room 447, Sacramento, California. This matter is proposed for the Consent Calendar. Please let us know in advance if you object to this item being on consent and therefore you or a representative of your agency will testify at the hearing, and if other witnesses will appear. If you would like to request postponement of the hearing, please refer to section 1183.01(c)(2) of the Commission's regulations.

Special Accommodations

For any special accommodations such as a sign language interpreter, an assistive listening device, materials in an alternative format, or any other accommodations, please contact the Commission Office at least five to seven *working* days prior to the meeting.

Please contact Kerry Ortman at (916) 323-3562 if you have any questions.

Sincerely,



Heather Halsey
Executive Director

Item 9
Final Staff Analysis
Proposed Statewide Cost Estimate

\$21,283

California Code of Regulations, Title 5, Sections 80556(a),(c),(f) and (j) and 80556.1(e)
as added and amended by Register 86, No. 40; Register 94, No. 19

Teacher Credentialing
03-TC-09

Period of reimbursement begins July 1, 2002 and ends December 31, 2006.

STAFF ANALYSIS

Background and Summary of the Mandate

This program addresses the teacher credentialing process and employment of K-12 teachers.

On April 19, 2013, the Commission on State Mandates (Commission) adopted a statement of decision finding that the test claim regulations impose a partially reimbursable state-mandated program upon school districts within the meaning of article XIII B, section 6 of the California Constitution and Government Code section 17514 from July 1, 2002 until December 31, 2006.¹

Parameters and Guidelines were adopted on July 26, 2013 approving the reimbursable activities described below under the *Reimbursable Activities* section.²

Eligible claimants were required to file initial reimbursement claims (for costs incurred between fiscal years 2002-2003 and December 31, 2006) with the State Controller's Office (SCO) by February 26, 2014. Late initial reimbursement claims may be filed until February 26, 2015.

Eligible Claimants and Period of Reimbursement

Any "school district" as defined in Government Code section 17519, excluding community colleges, which incurs increased costs as a result of this mandate, is eligible to claim reimbursement. However, charter schools are not eligible for reimbursement for this program.

Government Code section 17557(e) states that a test claim shall be submitted on or before June 30 following a given fiscal year to establish eligibility for that fiscal year. The claimant, San Diego County Office of Education, filed the test claim on September 25, 2003 establishing eligibility for reimbursement beginning July 1, 2002, and ending December 31, 2006, when the program became optional and no longer mandated by the state. All of the reimbursable activities approved in the *Teacher Credentialing* test claim were eligible for reimbursement beginning July 1, 2002.

¹ Exhibit A.

² Exhibit B.

Reimbursable Activities

The parameters and guidelines authorize reimbursement of each eligible claimant for the following activities from July 1, 2002 until December 31, 2006:

A. Professional growth activities related to renewing clear single or multiple subject credentials:

- If a school district employs one or more holders of professional clear credentials, the chief administrative officer of the employing school district, or his or her designee, shall designate one or more certificated persons to be professional growth advisors.³
- The employing school district shall adopt policies and procedures for the selection of professional growth advisors which contribute the best possible match between the credential holder and the advisor. *This is a one-time activity.*⁴
- The employing school district shall give each credential holder the names and work locations of any professional growth advisors who have been designated by the district.⁵
- The chief administrative officer of the employing school district, or his or her designee, shall remove any professional growth advisor who has been determined by the district or CTC to have willfully and arbitrarily violated Education Code Section 44277 or Article 4 of the regulations.⁶

B. Professional growth activities related to renewing clear service or specialist credentials:

- The school district shall identify professional growth advisors and give each credential holder the names and work locations of any professional growth advisors who have been designated by the agency for these credential areas.⁷

Statewide Cost Estimate

Assumptions

Staff reviewed the reimbursement claims data submitted by 3 school districts and compiled by the SCO⁸. The actual claims data showed that 7 initial claims were filed for fiscal years 2002-2003 through December 31, 2006 for a total of \$21,283. Reimbursement for this program ended on December 31, 2006 therefore there will not be any annual claims filed on the program. Based on this data, staff made the following assumptions and used the following methodology to develop a statewide cost estimate for this program.

- *The actual amount claimed for reimbursement may increase and exceed the statewide cost estimate.*

³ California Code of Regulations, title 5, section 80556(a).

⁴ California Code of Regulations, title 5, section 80556(c).

⁵ California Code of Regulations, title 5, section 80556(f).

⁶ California Code of Regulations, title 5, section 80556(j).

⁷ California Code of Regulations, title 5, section 80556.1(e).

⁸ Claims data reported as of December 4, 2013.

- There are currently 1043 school districts in California. Of those, only 3 school districts filed initial reimbursement claims totaling \$21,283 for this program for fiscal years 2002-2003 through December 31, 2006. If other eligible claimants file late or amended initial claims, the amount of reimbursement claims may exceed the statewide cost estimate. Late initial reimbursement claims for this program for fiscal years 2002-2003 through December 31, 2006 may be filed until February 26, 2015.
- There also may be several reasons that non-claiming school districts did not file reimbursement claims, including but not limited to, (1) they did not incur more than \$1,000 in increased costs for this program and (2) they did not have supporting documentation to file a reimbursement claim.
- *The total amount of reimbursement for this program may be lower than the statewide cost estimate because the SCO may reduce any reimbursement claim for this program.*
 - The SCO may conduct audits and reduce any claims it deems to be excessive or unreasonable.

Methodology

Fiscal Years 2002-2003 through December 31, 2006

The statewide cost estimate for fiscal years 2002-2003 through December 31, 2006 was developed by totaling the 7 reimbursement claims filed with the SCO for these years totaling \$21, 283.⁹ This averages to \$4,257 annually in costs for the state over this five-year period. Following is a breakdown of estimated total costs per fiscal year:

Fiscal Year	Number of Claims Filed with SCO	Estimated Cost
2002-2003	1	\$2,997
2003-2004	1	\$3,269
2004-2005	3	\$8,890
2005-2006	1	\$4,022
2006-2007	1	\$2,105
TOTAL	7	\$21,283

Comments on the Draft Staff Analysis and Proposed Statewide Cost Estimate

On April 3, 2014, Commission staff issued the draft staff analysis and proposed statewide cost estimate for comments.¹⁰ No comments were received.

Staff Recommendation

Staff recommends the Commission adopt the proposed statewide cost estimate of **\$21,283** for costs incurred in complying with the *Teacher Credentialing* program.

⁹ Sonoma County Office of Education and Woodville Elementary School District each submitted claims for three years of the reimbursement period and Fresno Unified School District submitted a claim for one year.

¹⁰ Exhibit C.

DECLARATION OF SERVICE BY EMAIL

I, the undersigned, declare as follows:

I am a resident of the County of Placer and I am over the age of 18 years, and not a party to the within action. My place of employment is 980 Ninth Street, Suite 300, Sacramento, California 95814.

On May 13, 2014, I served the:

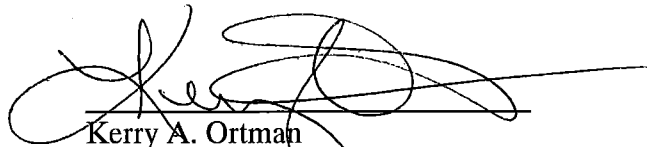
Proposed Statewide Cost Estimate

Teacher Credentialing, 03-TC-09

California Code of Regulations, Title 5, Sections 80556(a),(c),(f) and (j) and 80556.1(e) as added and amended by Register 86, No. 40; Register 94, No. 19
San Diego County Office of Education, Claimant

by making it available on the Commission's website and providing notice of how to locate it to the email addresses provided on the attached mailing list.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and that this declaration was executed on May 13, 2014 at Sacramento, California.



Kerry A. Ortman
Commission on State Mandates
980 Ninth Street, Suite 300
Sacramento, CA 95814
(916) 323-3562

COMMISSION ON STATE MANDATES

Mailing List

Last Updated: 4/30/14

Claim Number: 03-TC-09

Matter: Teacher Credentialing

Claimant: San Diego County Office of Education

TO ALL PARTIES, INTERESTED PARTIES, AND INTERESTED PERSONS:

Each commission mailing list is continuously updated as requests are received to include or remove any party or person on the mailing list. A current mailing list is provided with commission correspondence, and a copy of the current mailing list is available upon request at any time. Except as provided otherwise by commission rule, when a party or interested party files any written material with the commission concerning a claim, it shall simultaneously serve a copy of the written material on the parties and interested parties to the claim identified on the mailing list provided by the commission. (Cal. Code Regs., tit. 2, § 1181.2.)

Socorro Aquino, *State Controller's Office*

Division of Audits, 3301 C Street, Suite 700, Sacramento, CA 95816

Phone: (916) 322-7522

SAquino@sco.ca.gov

Harmeet Barkschat, *Mandate Resource Services, LLC*

5325 Elkhorn Blvd. #307, Sacramento, CA 95842

Phone: (916) 727-1350

harmeet@calsdrc.com

Michael Barth, *California Commission on Teacher Credentialing*

Division of Professional Practices, 1900 Capitol Avenue, Sacramento, CA 95811

Phone: (916) 324-5952

mbarth@ctc.ca.gov

Lacey Baysinger, *State Controller's Office*

Division of Accounting and Reporting, 3301 C Street, Suite 700, Sacramento, CA 95816

Phone: (916) 324-0254

lbaysinger@sco.ca.gov

Carol Bingham, *California Department of Education (E-08)*

Fiscal Policy Division, 1430 N Street, Suite 5602, 1430 N Street, Suite 5602, Sacramento, CA 95814

Phone: (916) 324-4728

cbingham@cde.ca.gov

Mike Brown, *School Innovations & Advocacy*

5200 Golden Foothill Parkway, El Dorado Hills, CA 95762
Phone: (916) 669-5116
mikeb@sia-us.com

J. Bradley Burgess, *MGT of America*
895 La Sierra Drive, Sacramento, CA 95864
Phone: (916)595-2646
Bburgess@mgtamer.com

Gwendolyn Carlos, *State Controller's Office*
Division of Accounting and Reporting, 3301 C Street, Suite 700, Sacramento, CA 95816
Phone: (916) 324-5919
gcarlos@sco.ca.gov

David Cichella, *California School Management Group*
3130-C Inland Empire Blvd., Ontario, CA 91764
Phone: (209) 834-0556
dcichella@csmcntral.com

Marieta Delfin, *State Controller's Office*
Division of Accounting and Reporting, 3301 C Street, Suite 700, Sacramento, CA 95816
Phone: (916) 323-0706
mdelfin@sco.ca.gov

Andra Donovan, *San Diego Unified School District*
Legal Services Office, 4100 Normal Street, Room 2148, 4100 Normal Street, Room 2148, San Diego, CA 92103
Phone: (619) 725-5630
adonovan@sandi.net

Lora Duzyk, *San Diego County Office of Education*
Business Services Division, 6401 Linda Vista Road Room 609, San Diego, CA 92111
Phone: (858) 292-3618
lorad@sdcoe.net

Eric Feller, *Commission on State Mandates*
980 9th Street, Suite 300, Sacramento, CA 95814
Phone: (916) 323-3562
eric.feller@csm.ca.gov

Donna Ferebee, *Department of Finance*
915 L Street, Suite 1280, Sacramento, CA 95814
Phone: (916) 445-3274
donna.ferebee@dof.ca.gov

Chris Ferguson, *Department of Finance*
Education Systems Unit, 915 L Street, 7th Floor, 915 L Street, 7th Floor, Sacramento, CA 95814
Phone: (916) 445-3274
Chris.Ferguson@dof.ca.gov

Susan Geanacou, *Department of Finance*
915 L Street, Suite 1280, Sacramento, CA 95814
Phone: (916) 445-3274
susan.geanacou@dof.ca.gov

Paul Golaszewski, Legislative Analyst's Office

925 L Street, Suite 1000, Sacramento, CA 95814

Phone: (916) 319-8341

Paul.Golaszewski@lao.ca.gov

Ed Hanson, Department of Finance

Education Systems Unit, 915 L Street, 7th Floor, 915 L Street, 7th Floor, Sacramento, CA 95814

Phone: (916) 445-0328

ed.hanson@dof.ca.gov

Crista Hill, California Commission on Teacher Credentialing

, 1900 Capitol Avenue, Sacramento, CA 95811

Phone: (916) 322-3549

chill@ctc.ca.gov

Mark Ibele, Senate Budget & Fiscal Review Committee

California State Senate, State Capitol Room 5019, Sacramento, CA 95814

Phone: (916) 651-4103

Mark.Ibele@sen.ca.gov

Michael Johnston, Clovis Unified School District

1450 Herndon Ave, Clovis, CA 93611-0599

Phone: (559) 327-9000

michaeljohnston@clovisusd.k12.ca.us

Jill Kanemasu, State Controller's Office

Division of Accounting and Reporting, 3301 C Street, Suite 700, Sacramento, CA 95816

Phone: (916) 322-9891

jkanemasu@sco.ca.gov

Jillian Kissee, Department of Finance

915 L Street, Sacramento, Ca

Phone: (916) 445-0328

jillian.kissee@dof.ca.gov

Jennifer Kuhn, Legislative Analyst's Office

925 L Street, Suite 1000, Sacramento, CA 95814

Phone: (916) 319-8332

Jennifer.kuhn@lao.ca.gov

Jay Lal, State Controller's Office (B-08)

Division of Accounting & Reporting, 3301 C Street, Suite 700, Sacramento, CA 95816

Phone: (916) 324-0256

JLal@sco.ca.gov

Veronica Lanto, San Jose Unified School District

855 Lenzen Avenue, San Jose, CA 95126-2736

Phone: (408) 535-6572

Veronica_Lanto@sjusd.org

Kimberly Leahy, Department of Finance

Department of Finance, 915 L Street, Sacramento, CA 95814

Phone: (916) 445-0238

Kimberly.Leahy@dof.ca.gov

Kathleen Lynch, *Department of Finance (A-15)*
915 L Street, Suite 1280, 17th Floor, Sacramento, CA 95814
Phone: (916) 445-3274
kathleen.lynch@dof.ca.gov

Michelle Mendoza, *MAXIMUS*
17310 Red Hill Avenue, Suite 340, Irvine, CA 95403
Phone: (949) 440-0845
michellemendoza@maximus.com

Yazmin Meza, *Department of Finance*
915 L Street, Sacramento, CA 95814
Phone: (916) 445-0328
Yazmin.meza@dof.ca.gov

Robert Miyashiro, *Education Mandated Cost Network*
1121 L Street, Suite 1060, Sacramento, CA 95814
Phone: (916) 446-7517
robertm@sscal.com

Keith Nezaam, *Department of Finance*
915 L Street, 8th Floor, Sacramento, CA 95814
Phone: (916) 445-8913
Keith.Nezaam@dof.ca.gov

Andy Nichols, *Nichols Consulting*
1857 44th Street, Sacramento, CA 95819
Phone: (916) 455-3939
andy@nichols-consulting.com

Christian Osmena, *Department of Finance*
915 L Street, Sacramento, CA 95814
Phone: (916) 445-0328
christian.osmena@dof.ca.gov

Arthur Palkowitz, *Stutz Artiano Shinoff & Holtz*
Claimant Representative
2488 Historic Decatur Road, Suite 200, San Diego, CA 92106
Phone: (619) 232-3122
apalkowitz@stutzartiano.com

Keith Petersen, *SixTen & Associates*
P.O. Box 340430, Sacramento, CA 95834-0430
Phone: (916) 419-7093
kbsixten@aol.com

Mark Rewolinski, *MAXIMUS*
625 Coolidge Drive, Suite 100, Folsom, CA 95630
Phone: (949) 440-0845
markrewolinski@maximus.com

Sandra Reynolds, *Reynolds Consulting Group, Inc.*
P.O. Box 894059, Temecula, CA 92589
Phone: (951) 303-3034

sandrareynolds_30@msn.com

Kathy Rios, *State Controller's Office*

Division of Accounting and Reporting, 3301 C Street, Suite 700, Sacramento, CA 95816

Phone: (916) 324-5919

krios@sco.ca.gov

Nanette Rufo, *California Commission on Teacher Credentialing*

Division of Professional Practices, 1900 Capitol Avenue, Sacramento, CA 95811

Phone: (916) 445-8795

nrufoc@ctc.ca.gov

Matthew Schuneman, *MAXIMUS*

900 Skokie Boulevard, Suite 265, Northbrook, IL 60062

Phone: (847) 513-5504

matthewschuneman@maximus.com

Nicolas Schweizer, *Department of Finance*

Education Systems Unit, 915 L Street, 7th Floor, 915 L Street, 7th Floor, Sacramento, CA 95814

Phone: (916) 445-0328

nicolas.schweizer@dof.ca.gov

David Scribner, *Max8550*

2200 Sunrise Boulevard, Suite 240, Gold River, CA 95670

Phone: (916) 852-8970

dscribner@max8550.com

Steve Shields, *Shields Consulting Group, Inc.*

1536 36th Street, Sacramento, CA 95816

Phone: (916) 454-7310

steve@shieldscg.com

Jim Spano, Chief, Mandated Cost Audits Bureau, *State Controller's Office*

Division of Audits, 3301 C Street, Suite 700, Sacramento, CA 95816

Phone: (916) 323-5849

jspano@sco.ca.gov

Dennis Speciale, *State Controller's Office*

Division of Accounting and Reporting, 3301 C Street, Suite 700, Sacramento, CA 95816

Phone: (916) 324-0254

DSpeciale@sco.ca.gov

Meg Svoboda, *Senate Office of Research*

1020 N Street, Suite 200, Sacramento, CA

Phone: (916) 651-1500

meg.svoboda@sen.ca.gov

Sandra Thompson-Nobile, *San Diego County Office of Education*

6401 Linda Vista Road, Room 608, San Diego, CA 92111

Phone: (858) 292-3602

stnobile@sdcoe.net

Jolene Tollenaar, *MGT of America*

2001 P Street, Suite 200, Suite 200, Sacramento, CA 95811

Phone: (916) 443-9136

jolene_tollenaar@mgtamer.com

Jennifer Troia, *Senate Budget and Fiscal Review Committee*

State Capitol, Room 5019, Sacramento, CA 95814

Phone: (916) 651-4103

Jennifer.Troia@sen.ca.gov

Brian Uhler, *Legislative Analyst's Office*

925 L Street, Suite 1000, Sacramento, CA 95814

Phone: (916) 319-8328

brian.uhler@lao.ca.gov

Vanessa Whitnell, *California Commission on Teacher Credentialing*

, 1900 Capitol Avenue, Sacramento, CA 95811

Phone: (916) 322-3549

vwhitnell@ctc.ca.gov