

CountyWide Personnel Meeting AGENDA

Marin County Office of Education
Wednesday May 8, 2013
Community Room
8:30-10:00 a.m.

1. Introductions

2. Education Services

- Professional Development opportunities

LAURA TRAHAN
Discussion

3. Business

- STRS Earnings Limit
- Retirement Paperwork

KATE LANE/VICTORIA SEILS/
Discussion/ Handouts:
STRS Express Benefit Forms

4. BTSA

- Updated credential advisement form

BETH KRADEHPOL
Discussion/ Handouts:
Form

5. CountyWide Job Faire

- Discussion of early summer dates

TRACEE EDMUNDS
Discussion/ Handouts:

6. Legal + Technology Updates

- Legislation update

TRACEE EDMUNDS
Discussion/Handouts:
School Services of CA

7. Reasonable Assurance Letters

- Recommendation to send to both classified and certificated substitutes.

TRACEE EDMUNDS
Discussion/Handout:
School and College Legal
Services

8. Affordable Care Act

- Key updates
- 90 Day Waiting period
- Webinars- Keenan (May 15) and American Fidelity (May 16)

TRACEE EDMUNDS
Discussion/ Handout:
School Services of CA
American Fidelity

9. Credentials

- Declaration of Need for Fully Qualified Educators CL-500 (filed with the CTC) <http://www.ctc.ca.gov/credentials/cig2/CIG-leaflets/cl500.pdf>
 - Annual Statement of Need CL-505a (filed at the District Office) <http://www.ctc.ca.gov/credentials/cig2/CIG-leaflets/cl505a.pdf>
 - District Resources on MCOE website <http://jade.marinschools.org/Personnel/Credentialing/Pages/District-Resources.aspx>
 - Four-year Cycle Monitoring Calendar
 - Local Assignment Options Summary Sheet
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Discussion/Handouts/
Demonstration

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- Limited Assignment Summary Sheet
 - District New Hire Report Form
(sent to the Credentials Analyst monthly when hiring)
(Reminder: Send renewed credentials as transition to new CTC)
 - CTC Certification Ladder
 - SEID Lookup http://www.ctc.ca.gov/credentials/cig2/cig_toc.html
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10. CTC – On the Horizon; Resources/Webcasts on the CIG

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Discussion

- Coded Correspondence 13-02: proposal to clarify District Responsibilities re: Misconduct
<http://www.ctc.ca.gov/notices/coded/2013/1302.pdf>
 - Interns: Proposal to increase pre-requirements and supervision requirements (will alert Districts for input when it goes to review)
 - Administration Assignment Manual
<http://www.ctc.ca.gov/credentials/manuals-handbooks/Administrator-Assignment-Manual.pdf>
 - Online Reference Links re Special Education
 - Archived CTC Workshops, Webcasts and Presentations
<http://www.ctc.ca.gov/credentials/cig2/files/CAW-workshops.pdf>
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11. Countywide Substitute Status

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Discussion

- To date, we have 710 registered with 10+/- in the “pipeline”
 - 2013/2014 Annual Re-registration, July 1, 2013
 - Currently open to fully credentialed teachers and emergency sub permit holders who had previously been on the countywide sub list or are currently student teachers; and substitute permit holders not previously on the list but referred by a district HR directly to the C.A.
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12. Other Items- Roundtable Discussion

ALL

- Templates for employee contracts/notices of assignment- Ginny
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Documents for Review (Please review, update & initial)

- Countywide Personnel Committee Contact list serve sheet
 - Countywide Substitute Teacher District Coordinator/Contact list serve sheet
 - Countywide Substitute Pay Rate and Sign Up Instruction sheet
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Future Meeting Dates

- **CWP: DRAFT Dates for next year, 2013-14**
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