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# State Fiscal Year (SFY) 17 Law and Professional Practices



# Law and Professional Practices Budgets

<u>Line Item</u>	<u>Law FY 17</u>	<u>UPPAC FY 17</u>		
Salaries	\$ 157,142.88	\$ 188,388.30		
Benefits	\$ 80,096.97	\$ 113,409.41		
Purchased Services	\$ 5,335.00	\$ 97,820.60		
Out of State Travel	\$ 2,725.00	\$ 2,200.00		
In State Travel	\$ 1,200.00	\$ 1,450.00		
Supplies and Materials	\$ 6,687.00	\$ 29,098.00		
Indirect Costs	\$ 45,313.00	\$ 57,633.69		
Equipment	\$ 1,500.00	\$ -		
Carry Forward	<u>\$ 784.00</u>	<u>\$ -</u>		
<b>Total:</b>	<b>\$ 300,783.85</b>	<b>\$ 490,000.00</b>		

# School Law

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School Law provides the following services:

1. Draft, revise, file, and maintain all Board administrative rules as required or allowed by law.
2. Draft, review, and edit contracts, agreements, MOUs, and other documents for Board staff
3. Respond to GRAMA requests.
4. Work with AG's office in addressing legal issues and litigation.
5. Provide support and professional development to public school personnel concerning legal issues and professional standards.
6. Provide information and direction to LEAs, agencies, and the public on education law and ethical issues.
7. Revise and update school fee forms as necessary and manage compliance with school fee waiver rules.

School Law handles various requirements outlined in

1. Title 53A generally
2. Title 63G, Chapter 2, GRAMA
3. Title 63G, Chapter 3, Administrative Rulemaking Act
4. Title 53A, Chapter 6, Licensing Laws – specifically, professional development

School Law is state funded.

# UPPAC

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UPPAC provides the following services:

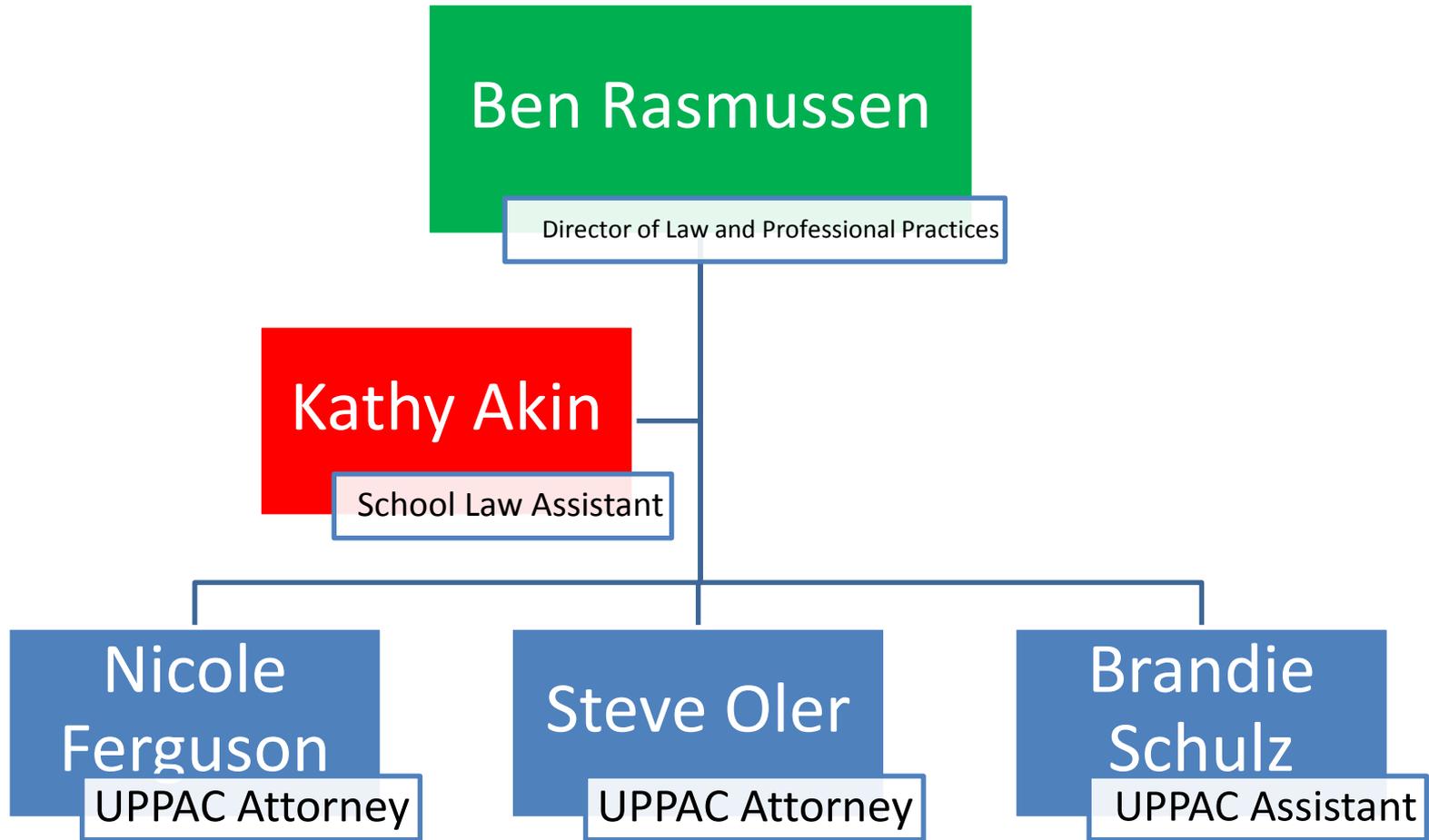
1. Investigate allegations of educator misconduct
2. Process educator background check issues
3. Conduct hearings regarding allegations of educator misconduct
4. Provide training to LEAs regarding educator ethics.

UPPAC is authorized under Title 53A, Chapter 6, Licensing Laws

UPPAC is funded by the Teacher Licensing Fees Account.

# Law and Professional Practices Org Chart

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# School Law Salaries and Benefit Line Item

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Total Funding Requested (from Slide 2): \$241,509.06

List your FTE count and position titles here:

One Educational Director

One Administrative Secretary

Total: Two FTEs

List the day to day activities of this position here:

Educational Director supervises department, responds to GRAMA requests, assist Attorneys General and Superintendent in dealing with legal issues from constituents and staff, and assists Associate Superintendent Stallings with rulemaking process.

Administrative Secretary provides logistical support for the department, customer service to constituents and coordinates all agency rulemaking with DAR.

Both positions are state funded.

# UPPAC Salaries and Benefit Line Item

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Total Funding Requested (from Slide 2): \$301,797.71

List your FTE count and position titles here:

Two UPPAC Attorneys

One Administrative Secretary

Total: Three FTEs

List the day to day activities of this position here:

UPPAC Attorneys investigate and prosecute allegations of misconduct involving educators.

UPPAC's administrative secretary processes all background checks, provides support to the staff, and coordinates all UPPAC hearings and meetings.

UPPAC staff is funded through the teacher licensing account.

# School Law Purchased Services Line Item

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Total funding requested: School Law \$5,335.00 – UPPAC \$97,820.60

Both budgets share a contract for Legal Research with Associate Superintendent Stallings. This is based on a state cooperative purchase contract and the Board signed a three year contract in January.

UPPAC's purchased services budget also covers UPPAC Hearing Officers. New five year contracts based on the most recent RFP are being presented to the Board for approval on the consent calendar at the September meeting.

UPPAC also uses this line item to cover any expenses needed for travel and costs associated with UPPAC meetings and hearings.

# Out of State Travel Line Item

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Total funding requested from Slide 3: School Law - \$2,725.00 / UPPAC \$2,200.00

Event #1: NASTDEC Professional Practices Institute

Location: Des Moines, IA

Dates: October 2017

Personnel: 3 (1 from School Law, 2 from UPPAC)

Reason: This conference is the annual conference of state education officials involved in teacher misconduct and professional practices. The conference provides valuable networking and training opportunities for the Director and prosecutors.

Train: Yes, if staff are unable to attend

Required: No, but some of the training may qualify for CLE, which is required for continued attorney licensing

Event #2: NCOSEA Conference

Location: Kansas City, MO

Dates: October 2017

Personnel: 1

Reason: National conference of state education attorneys. The conference provides valuable networking and training opportunities for the Director.

Required: No, but much of the training will qualify for CLE, which is required for continued attorney licensing.

# In State Travel Line Item

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Total funding requested from Slide 3: School Law - \$1,200.00 / UPPAC \$1,450.00

Event #1: UPEHRA Conference

Dates: March 2018

Location: St. George

Personnel: 1

Reason: Update HR Directors on UPPAC issues

Train: No training of internal personnel to USOE

Required: No

Remaining funds are used for UPPAC attorney travel costs in the course of their investigations and for Law and Professional Practices staff to travel to districts to provide training as needed or other mileage reimbursement incidental to assignments.

# School Law Supplies and Materials Line Item

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Total funding requested: School Law \$6,687.00 – UPPAC \$16,150.00

What Supplies and Materials are you buying using this funding? This covers needed office supplies for staff, book subscriptions for legal materials used by administration staff, as well as bar dues, CLE fees, and other training required for staff.

Who will receive the Supplies and Materials? Staff

What will they do with these Supplies and Materials? Carry out office functions.

# Equipment Line Item

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School Law has budgeted \$1,500.00 for on-going equipment upgrade needs.

UPPAC upgraded staff computers during FY16 and doesn't anticipate extensive equipment costs during FY17.

# SFY 16 School Law Carry Forward Estimates

<u>Carry Forward</u>	<u>From SFY 16</u>			
State	\$ 784.00			
Federal	\$ -			
Other	\$ -			
<b>Total:</b>	<b>\$ 784.00</b>			