

# COMMITTEE ON ACCREDITATION MINUTES

April 28-29, 2016

## Commission on Teacher Credentialing

### Committee Members Present

Jomeline Balatayo  
Suzanne Borgese  
Deborah Erickson  
Bob Frelly  
Gary Kinsey  
Anna Moore  
Margo Pensavalle  
Jose Rivas (4/28 only)  
Reyes Quezada  
Kelly Skon  
Yvonne White (4/28 only)  
Pia Wong (4/28 only)

### Absent Members

Jose Rivas (4/29)  
Yvonne White (4/29)  
Pia Wong (4/29)

### Staff Members Present

Teri Clark, Director  
Cheryl Hickey, Administrator  
Catherine Kearney, Administrator  
Katie Croy, Consultant  
Gay Roby, Consultant  
Lynette Roby, Consultant  
Nancy Tseng, Consultant  
Bob Loux, Consultant  
Erin Sullivan, Consultant  
Sarah Solari-Colombini, Consultant  
Geri Mohler, Consultant (4/28 only)  
Paula Jacobs, Consultant  
Teri Ackerman, Analyst  
Miranda Gutierrez, Analyst

### Others Present (4/28)

Raul Maldonado (via technology)  
Mary Rees (via technology) (via Zoom)  
Gail Pinnell (via technology)  
Tom Johnstone (via technology)  
Jamie Valenzuela-Mumau (via technology)  
Cathy Cranson (via technology)  
Anna Gutierrez (via technology)  
Darby Williams (via technology)  
Julie Holmes (via technology)  
Shelly Tochluk (via technology)  
Carol Tolson (via technology)  
Jerry Ternes  
Caryl Hodges  
Cindy Douglas (via technology)  
Barbara Howard (via technology)  
Laura Hanneman (via technology)

**Others Present (4/29)**

Brian Jacobs (via technology)  
Lisa Azevedo (via technology)  
Cathy Fong (via technology)  
Melissa Meetze-Hall (via technology)  
Judy Davis  
Barbara Fuller  
Judy Sylva (via technology)  
James Webb (via technology)  
Teresa Morales Young (via technology)  
Randy Brown (via technology)  
Andrew Wall

Helene Mandell (via technology)  
Robin Gayle  
Rosemarie Michaels  
Cheryl Forbes  
Ed Kujawa

**Item 1 - CALL TO ORDER**

The April meeting of the Committee on Accreditation was called to order by Co-Chair Pia Wong at 9:10 a.m. on April 28, 2016.

**Item 2 - APPROVAL OF THE AGENDA**

Suzanne Borgese moved approval of the April 2016 agenda. Deborah Erickson seconded the motion. The motion passed without dissent.

**Item 3 - APPROVAL OF THE MARCH 2016 MINUTES**

Gary Kinsey moved approval of the March 2016 minutes. Deborah Erickson seconded the motion. (Kelly Skon abstained). The motion passed without dissent.

**Item 4 - CO-CHAIR AND MEMBER REPORTS**

- Pia Wong announced that the April meeting would be Gary Kinsey's last meeting as a member of the COA. She then introduced Commission Director Mary Sandy, who presented Dr. Kinsey with a framed Certificate of Appreciation for his eight years of service as a member of the COA. Many of the members also gave accolades to Dr. Kinsey's work while on the Committee.
- Jomeline Balatayo announced that she recently had an article published.
- Yvonne White presented a poster session at the California Council on Teacher Education (CCTE) in San Jose to favorable reviews. She noted that she may receive a grant to begin writing curriculum to be used in schools.
- Reyes Quesada's book, *Teaching and Supporting Migrant Children* will be published this summer.
- Deborah Erickson thanked Commission staff for their presentation at the CCTE conference earlier in April.
- Bob Frelly announced that Chapman University has received a grant for development of a pilot program which will bring after school music programs to the community.
- Pia Wong announced she has been elected to the Board of the California Council on Teacher Education.

## **Item 5 - STAFF REPORTS**

- On behalf of staff, Administrator of Accreditation Cheryl Hickey thanked Gary Kinsey for his service to the Commission.
- Administrator Hickey gave congratulations to all who participated in the CTE conference earlier in April.
- Administrator Cheryl Hickey announced that three new members have been appointed to the COA: Iris Riggs from CSU San Bernardino (who is returning to the COA), Cheryl Forbes from UC San Diego, and Gerard Morrison, from Long Beach USD. The new members will begin their terms on July 1.
- An update was given on the Data Dashboard project. The team is currently working on institutional profiles and may be able to present an item at the June meeting of the COA.
- Administrator Hickey noted that the final accreditation site visits of the 2015-16 accreditation season will take place within two weeks of the date of this meeting.
- Administrator Hickey mentioned that the Commission approved the concept of bringing back Multiple Subject Waiver Programs. In order for this to take effect, it will need to go through the regulatory process.
- The technical assistance webinar regarding the new standards for General Education Induction programs was held and is available on the Commission's website.
- Accreditation 101 training sessions are scheduled and the materials being prepared. The first session will be on May 10 to be followed by a later session in August. The May session is full and the August session is nearly full. Staff is now looking for an additional date to offer a third session. Administrator Hickey gave compliments to Consultant Lynette Roby and Analyst Kathryn Polster for all of their work in preparing these training sessions.
- The Teaching Performance Assessment Design Group met April 26-27 at the Commission. It was agreed that the group will meet two days each month through August.
- Director Teri Clark announced that the Administrator Performance Assessment Design Team has been assigned and is currently working on setting up a schedule of meeting dates.
- Director Clark also stated that the Commission budget looks good and that it is allowing the progress made over the past year to continue to move forward.
- Administrator Catherine Kearney added her thanks and admiration for the work done by Gary Kinsey during his time on the COA.

## **Item 6 - PROGRAM APPROVAL RECOMMENDATIONS**

This item was introduced by Co-Chair, Anna Moore.

### **A. Programs for Approval by the Committee on Accreditation**

It was moved, seconded (Frelly/Borgese) and carried (Wong recused) to grant initial accreditation to the following programs of professional preparation:

Program(s) of Professional Preparation for Clear Education Specialist Induction  
New Haven Unified School District  
Sacramento City Unified School District

**B. Notification about the Transition of Professional Preparation Programs**

There were no items.

**C. Program(s) of Professional Preparation Moving to Inactive Status**

Items listed were for notification purposes only. No action was taken.

Orange County Department of Education

Education Specialist-Added Authorization: Autism Spectrum Disorders

**D. Professional Preparation Programs Requesting Reactivation**

It was moved, seconded (Pensavalle/Erickson) and carried to grant reactivation to the following program of professional preparation:

Keppel Union School District

General Education (MS/SS) Induction Program

**E. Recommendation about the Withdrawal of Professional Preparation Programs**

It was moved, seconded (Erickson/Moore) and carried to grant withdrawal of the following program(s):

California State University, Los Angeles

Clinical Rehabilitative Services Credential – Audiology

**F. Automatic Withdrawal for Programs of Professional Preparation**

Items listed were for notification purposes only. No action was taken.

California State University, Dominguez Hills

Pupil Personnel Services: School Psychology Program

**Item 7 – UPDATE ON REPORT OF LATE DOCUMENTS**

Administrator Catherine Kearney presented this information/action item regarding Butte County Office of Education's and the Association of California School Administrators (ACSA) non-compliance with the timelines of the accreditation cycle. After discussion, it was moved, seconded (Erickson/Skon) and carried that staff is to bring a formal request of withdrawal of Butte County Office of Education for action at the June meeting of the COA.

**Item 8 – REPORT OF THE ACCREDITATION SITE VISIT TO PALMDALE SCHOOL DISTRICT**

Consultant Gay Roby introduced institutional representatives Raul Maldonado and Mary Rees who joined the meeting through technology. Also joining the meeting electronically was Team Lead, Gail Pinnell, who presented the team report. After discussion, it was moved, seconded (Erickson/Frelly) and carried (Balatayo recused) to accept the team recommendation of **Accreditation.**

### **Item 9 – REPORT ON THE PRECONDITION RESPONSE FORM WISEBURN UNIFIED ACHOOL DISTRICT**

This action item was presented by Administrator Cheryl Hickey and Consultant Catherine Kearney. Superintendent Tom Johnstone joined the meeting through technology. It was moved, seconded (Moore/Borgese) and carried (Balatayo recused) to accept the staff recommendation that the COA:

- Reject the incomplete preconditions submitted by Wiseburn USD and require resubmission with required evidence within 60 days of the date of this action.
- Require Wiseburn USD to host a focused site visit no later the October 15, 2016 to review the Common Standards and verify that the Preconditions are being met.
- That the COA direct staff to hold the Spring 2016 Site Visit Report until the focused site visit has taken place and to bring both reports to the next regularly scheduled COA meeting after the fall 2016 focused site visit.

### **Item 10 – REPORT OF THE ACCREDITATION VISIT TO MONTEREY COUNTY OFFICE OF EDUCATION**

Consultant Erin Sullivan introduced institutional representatives Jamie Valenzuela-Mumau, Cathy Cranson and Anna Gutierrez, who all joined the meeting through technology. At the table was Team Lead Darby Williams, who presented the team findings. After discussion, it was moved, seconded (Pensavalle/White) and carried (Moore recused) to accept the team recommendation of **Accreditation**.

### **Item 11 – UPDATE ON THE QUARTERLY REPORT FOR PASADENA UNIFIED SCHOOL DISTRICT**

Administrator Catherine Kearney presented this information item showing progress made in addressing the major stipulations placed on the institution in June 2015. Pasadena Unified School District has a revisit scheduled for May 6, 2016. Results of that revisit will be presented at the June meeting of the COA.

### **Item 12 – REPORT ON ACTIONS TAKEN BY MOUNT ST. MARY’S UNIVERSITY TO ADDRESS STIPULATIONS**

Consultant Paula Jacobs introduced institutional representatives Shelly Tochluk, Kimberly Nao, Diana Taylor, Kelli Agner and Mary McGuire who joined the meeting through electronic media. After presentation of the report and discussion, it was moved, seconded (Erickson/Rivas) and carried to change the accreditation status of Mount St. Mary’s University from *Accreditation with Stipulations* to **Accreditation**.

### **Item 13 – REPORT ON ACTIONS TAKEN BY HIGH TECH HIGH TO ADDRESS STIPULATIONS**

Consultant Katie Croy was joined at the table by institutional representatives Julie Holmes and Janie Griswold. After presentation of the report and discussion, it was moved, seconded (Erickson/Pensavalle) and carried (Quezada recused) to change the accreditation status of High Tech High from *Accreditation with Stipulations* to **Accreditation**.

**Item 14 – REPORT ON ACTIONS TAKEN BY ARGOSY UNIVERSITY TO ADDRESS STIPULATIONS**

Administrator Cheryl Hickey introduced institutional representative Carol Tolson, who joined the meeting through technology. After presentation of the report and discussion, it was moved, seconded (Pensavalle/Skon) and carried (with the friendly amendment (Erickson) to change the accreditation status of Argosy University from *Accreditation with Stipulations* to ***Accreditation*** and that the COA be provided with an update regarding the implementation of the accreditation system after the CAEP accreditation visit in December 2016)

**Item 15 – REPORT OF THE ACCREDITATION VISIT TO GROSSMONT UNION HIGH SCHOOL DISTRICT**

Consultant Lynette Roby introduced institutional representative Cindy Douglas and Team Lead Barbara Howard, who both joined the meeting through technology. After presentation of the team findings by Ms. Howard and subsequent discussion, it was moved, seconded (Frelly/Pensavalle) and carried (Erickson recused) to accept the team recommendation of ***Accreditation***.

**Item 16 – REPORT OF THE ACCREDITATION VISIT TO VANGUARD UNIVERSITY**

Consultant Geri Mohler was joined at the table by institutional representative Jerry Ternes and Team Lead Caryl Hodges, who presented the team report. After discussion, it was moved, seconded (Erickson/Moore) and carried (Skon recused) to accept the team recommendation of ***Accreditation***.

**Item 17 – REVIEW AND APPROVAL OF POLICY CHANGE HANDBOOK CHAPTER 3: PROGRAM APPROVAL**

Administrator Catherine Kearney presented this action item. After discussion, it was moved, seconded (Borgese/Moore) and carried to accept the additional language as proposed with the addition of the words “not to exceed five years”.

**Item 18 – REVIEW AND APPROVAL OF ACCREDITATION HANDBOOK CHAPTER 6: PROGRAM REVIEW APPROVAL**

Analyst Miranda Gutierrez presented this action item. After discussion it was moved, seconded (Pensavalle/Erickson) and carried to adopt the updated *Accreditation Handbook* Chapter 6.

**Item 19 – REVIEW AND APPROVAL OF HANDBOOK CHAPTERS: INTRO, 10, 11, 12, 13, 14**

Administrators Cheryl Hickey, Catherine Kearney and Consultant Lynette Roby presented the action item. After discussion, it was moved, seconded (Erickson/Frelly) and carried to approve the updated *Accreditation Handbook* Chapters: Introduction, 10, 11, 12, 13, and 14.

**Item 20 – DISCUSSION AND POSSIBLE APPROVAL OF CHANGE OF JUNE 2016 MEETING DATE**

Due to the COA lacking a quorum for the regularly scheduled June meeting dates, it was proposed that the meeting be moved to June 13-14 2016. It was moved, seconded (Borgese/Pensavalle) and carried to approve the new dates for the June meeting.

## **RECESS**

The meeting was recessed by Co-Chair, Pia Wong at 3:13 p.m. on April 28, 2016.

## **RECONVENE**

The meeting was reconvened at 8:40 a.m. on Friday, April 29, 2016 by Co-Chair, Anna Moore.

## **Item 21 – UPDATE ON THE WORK TO STRENGTHEN AND STREAMLINE THE ACCREDITATION SYSTEM**

This information item was presented Administrator Cheryl Hickey. No action was taken.

## **Item 22 – REPORT OF THE ACCREDITATION SITE VISIT TO BELLFLOWER UNIFIED SCHOOL DISTRICT**

Consultant Gay Roby introduced institutional representatives, Brian Jacobs, Lisa Azevedo, and Cathy Fong who all joined the meeting via technology. Also joining electronically was Team Lead Melissa Meetze-Hall, who presented the team report. After discussion, it was moved, seconded (Borgese/Frelly) and carried to accept the team recommendation of ***Accreditation***.

## **Item 23 – REPORT OF THE ACCREDITATION SITE VISIT TO FRESNO UNIFIED SCHOOL DISTRICT**

Consultant Bob Loux introduced institutional representatives Teresa Morales-Young, Randy Brown, and Team Lead James Webb, who all joined the meeting through technology. After discussion it was moved, seconded (Frelly/Erickson) and carried to accept the team recommendation of ***Accreditation***.

## **Item 24 – REPORT OF THE ACCREDITATION SITE VISIT TO PHILLIPS GRADUATE UNIVERSITY**

Consultant Bob Loux was joined at the table by institutional representative Judy Davis and Barbara Fuller. Joining the meeting via technology was Team Lead Judy Sylva, who presented the team findings. After discussion it was moved, seconded (Erickson/Skon) and carried to accept the team recommendation of ***Accreditation***.

## **Item 25 – REPORT OF THE ACCREDITATION REVISIT TO THE UNIVERSITY OF REDLANDS**

Consultant Paula Jacobs was joined at the table by institutional representative Andrew Wall. Joining the meeting through technology was Team Lead Helene Mandell who presented the revisit report. After discussion, it was moved, seconded (Borgese/Skon) and carried (Quezada recused) to change the accreditation status of the University of Redlands from *Accreditation with Stipulations* to ***Accreditation***.

## **Item 26 – UPDATE ON THE SUBMISSION OF THE 7<sup>TH</sup> YEAR REPORT FROM THE UNIVERSITY OF SAN FRANCISCO**

Consultant Geri Mohler introduced institutional representative Laura Hanneman, who joined the meeting through technology. After discussion, it was moved, seconded (Erickson/Skon) and carried to accept the 7<sup>th</sup> year report from the University of San Francisco.

**Item 27 – REPORT OF THE ACCREDITATION SITE VISIT TO DOMINICAN UNIVERSITY**

Consultant Paula Jacobs was joined at the table by institutional representatives Robin Gayle, Rosemarie Michaels, and Ed Kujawa. Also at the table was Team Lead, Cheryl Forbes, who presented the accreditation report. After discussion, it was moved, seconded (Kinsey/Skon) and carried (Borgese recused) to accept the team findings and to grant the status of **Accreditation with Major Stipulations** to Dominican University, with the friendly amendment (Pensavalle) that among the stipulations, more structure is to be put into content, preparation, and support of coaches.

**Item 28 – PUBLIC COMMENT**

There were no members of the public present.

**Item 29 – ADJOURNMENT**

The meeting was adjourned by Co-Chair Anna Moore at 11:00 a.m. on April 29, 2016. The next meeting of the COA is scheduled for June 3-14, 2016.