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# 4A

## Action

### *Educator Preparation Committee*

#### **Initial Institutional Approval – Stage III: Consideration of Provisional Approval for Las Virgenes Unified School District**

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**Executive Action:** This agenda item presents, as a part of the Initial Institutional Approval process, Las Virgenes Unified School District's responses to the Common Standards and Program Preconditions for consideration and possible Provisional Approval.

**Recommended Action:** That the Commission grant Provisional Approval to Las Virgenes Unified School District and set the Provisional Approval period to be three years.

**Presenter:** Lynette Roby, Consultant, Professional Services Division

#### **Strategic Plan Goal**

#### ***II. Program Quality and Accountability***

- b) Effectively and efficiently monitor program implementation and outcomes and hold all approved educator preparation programs to high standards and continuous improvement through the accreditation process.

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## Initial Institutional Approval - Stage III: Consideration of Provisional Approval for Las Virgenes Unified School District

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### Introduction

This agenda item presents, as a part of the Initial Institutional Approval process, Las Virgenes Unified School District's responses to *Stage III: Review to Determine Alignment with Applicable Standards and Preconditions* for consideration by the Commission on Teacher Credentialing (Commission) for provisional approval. Preconditions have been reviewed by staff and deemed to be aligned. Common Standards responses have been reviewed by members of the Board of Institutional Review (BIR) and have been deemed to be aligned. If approved for provisional approval, the next step in the process would be for BIR to review the institution's response to the program standards, and when deemed aligned, would be considered for approval by the Committee on Accreditation (COA). If approved, the institution may offer the program(s) for the 2-3 year provisional period of time as specified by the Commission.

### Background

California Education Code §44372(c), provides the Commission with the authority to accredit institutions to offer programs that lead to a credential to serve as an educator in California's public schools. The Commission has established the Initial Institutional Approval (IIA) process whereby an institution seeking to offer educator preparation program(s) in California must first be approved as a new program sponsor.

At the [December 2015 Commission meeting](#), the Commission approved a new Initial Institutional Approval process as part of the Strengthening and Streamlining Accreditation project. This process was updated at the [February 2017 Commission Meeting](#). The process requires the satisfactory completion of five approval stages. The chart that follows indicates the various steps involved in the IIA process. The submission of standards and preconditions is Stage III of a five stage process. Completion of this stage of the process results in a determination by the Commission of whether to grant the institution Provisional Approval. Provisional Approval permits the institution to offer an educator preparation program once the program standards are aligned and approved by the COA.

## Initial Institutional Approval

I	II	III	IV	V
Prerequisites	Eligibility Criteria	Address Standards & Preconditions a) Common b) Program	Provisional Approval	Full Approval
<p>To ensure that the prospective sponsor is legally eligible to offer educator preparation programs in California.</p> <p>To ensure that the prospective sponsor understands the requirements of the Commission's accreditation system.</p> <p><b>Staff Determination</b> If the institution is a legal entity and the team attends Accreditation 101, then may move to Stage II.</p>	<p>To provide initial information to the Commission about the entity so that the Commission can make a decision if the prospective sponsor is one that has the potential to sponsor effective educator preparation programs.</p> <p><b>Commission Decision</b></p> <ol style="list-style-type: none"> <li>1) Grant Eligibility</li> <li>2) Grant Eligibility with specific topics to be addressed in Stage III</li> <li>3) Resubmission with additional information</li> <li>4) Deny Eligibility</li> </ol>	<p>a) To ensure that the institution meets all of the Commission's Common Standards (e.g., infrastructure, resources, faculty, recruitment and support, continuous improvement, and program impact). Standards are reviewed by the BIR prior to going to Commission.</p> <p>b) To ensure that the proposed program meets all of the Commission's adopted program standards. Standards are reviewed by the BIR prior to going to the Commission.</p> <p><b>a) Commission Decision</b></p> <ol style="list-style-type: none"> <li>1) Grant Provisional Approval</li> <li>2) Deny Provisional Approval</li> </ol> <p><b>b) Committee on Accreditation Decision</b></p> <ol style="list-style-type: none"> <li>1) Approve Program(s)</li> <li>2) Deny Approval</li> </ol>	<p>After the program operates for 2-3 years, sufficient time so that a minimum of one cohort has completed the program and the institution has had ample time to collect data on candidate outcomes and program effectiveness, the institution will host an accreditation site visit. The report from this site visit, including related data, will be presented to the Commission.</p> <p><b>Commission Decision</b></p> <ol style="list-style-type: none"> <li>1) Grant Full Approval</li> <li>2) Retain Provisional Approval with additional requirements</li> <li>3) Deny Approval</li> </ol>	<p>Once an entity has earned Full Approval from the Commission, the institution will be placed in one of the accreditation cohorts and will participate in the Commission's regularly scheduled accreditation activities.</p> <p><b>Committee on Accreditation Decision</b> Monitors through the accreditation system</p>

### **Las Virgenes Unified School District**

Las Virgenes Unified School District seeks Provisional Approval from the Commission for eligibility as a program sponsor. Their application states that they intend to seek COA approval to offer a General Education (Multiple Subject/Single Subject) Induction Program, Preliminary Administrative Services Program and a Clear Administrative Services Induction Program. Las Virgenes Unified has completed Stages I and II.

Las Virgenes Unified School District's Eligibility Requirements came before the Commission for approval during the April 2017 Commission meeting as [Agenda Item 4D](#). The Commission approved Las Virgenes Unified's responses to the twelve criteria of the Eligibility Requirements thus allowing it to move forward to *Stage III: Review to Determine Alignment with Applicable Standards and Preconditions*.

### **Stage III: Review to Determine Alignment with Applicable Standards and Preconditions**

In keeping with the Commission's process for Initial Institutional Approval, Las Virgenes Unified School District submitted its responses to Initial Program Preconditions and Common Standards. The preconditions have been reviewed by Commission staff and have been found to be met. Board of Institutional Review (BIR) members reviewed the Common Standards and have found them to be aligned as well.

Table 1 on the following page, provides a summary of Las Virgenes Unified's responses to Initial Program Preconditions and General Education (Multiple Subject/Single Subject) Induction Preconditions, Preliminary Administrative Services Preconditions and Clear Administrative Services Induction Preconditions. The full submission of Las Virgenes Unified School District's preconditions can be found in [Attachment A](#) of this agenda item. It should be noted that all applicable General Preconditions were met during IIA prerequisites and in *Stage I: Eligibility Requirement*.

Table 2 is a summary of Las Virgenes Unified School District's responses to the Common Standards. The complete Common Standards document can be found in [Attachment B](#) of the agenda item.

**Table 1 Preconditions**  
**For reference Las Virgenes Unified School District's**  
**Preconditions document is provided in Attachment A**

<b>Initial Program Preconditions</b>		
<b>Initial Program Precondition</b>	<b>Meets Precondition</b>	<b>How Las Virgenes Unified School District Meets the Precondition</b>
<p><b>1) Demonstration of Need.</b> To be granted initial program accreditation by the Committee on Accreditation, the program proposal must include a demonstration of the need for the program in the region in which it will operate. Such a demonstration must include, but need not be limited to, assurance by a sample of school administrators that one or more school districts will, during the foreseeable future, hire or assign additional personnel to serve in the credential category.</p>	Yes	<p>LVUSD is projecting the need to serve a minimum of 53 educators with one of three programs proposed - Teacher Induction Program, the Preliminary Administrative Services Program or the Clear Administrative Induction Program. Over the last three years, the number of LVUSD teachers receiving training through Ventura County Office of Education's Teacher Induction Program has increased: 30 teachers in 2014, 48 teachers in 2015, and 49 teachers currently participating in an induction program. LVUSD anticipates that in 2017-18, 15 teachers will need to begin an induction program and 24 LVUSD teachers will need to completed the second year of induction. In addition, based on data collected since January 2017, LVUSD believes that nine teachers are interested in enrolling in a Preliminary Administrative Services Credential Program. An additional 10 administrators are currently enrolled in a Clear Administrative Services Credential program. At least 5 current site administrators will either need to begin or need to complete their Clear Administrative Services Credential Programs.</p>
<p><b>2) Practitioners' Participation in Program Design.</b> To be granted initial program accreditation by the Committee on Accreditation, the program proposal must include verification that practitioners in the credential category have participated actively in the design and development of the program's philosophical orientation, educational goals, and content emphases.</p>	Yes	<p>LVUSD has established a Teacher Induction Program development team that will work with the LVUSD Credential Program Advisory Board which is comprised of district representatives such as assistant superintendents, principals and teachers and members from local institutions of higher education. The Teacher Induction development team will also work with LVUSD's Executive Leadership Team and the Board of Education.</p>

<b>General Education (Multiple Subject/Single Subject) Induction Preconditions</b>		
<b>Precondition</b>	<b>Meets Precondition</b>	<b>How Las Virgenes Unified School District Meets the Precondition</b>
(1) Each Induction Program must be designed to provide a two-year, individualized, job-embedded system of mentoring, support and professional learning that begins in the teacher's first year of teaching.	Yes	LVUSD's Teacher Induction Program is a 2-year, job-embedded program that will provide educators with an opportunity to personalize their learning based on individual needs. Candidates will reflect on their practice and receive individualized mentoring/coaching support as they achieve continued professional growth. Candidates will do this through Individualized Learning Plans (ILPs) which will be based on individual self-assessments of the California Standards for the Teaching Profession as well as Triad Meetings with their principals and mentors/coaches.
(2) The Induction Program must identify and assign a mentor to each participating teacher within the first 30 days of the participant's enrollment in the program, matching the mentor and participating teacher according to credentials held, grade level and/or subject area, as appropriate to the participant's employment.	Yes	Las Virgenes Unified School District assures that it will assign a qualified mentor to each participating teacher within the first 30 days of enrollment in the program and the mentor will be matched according to grade level and/or subject area, as appropriate to the participant's employment.
(3) Each Induction Program must assure that each participating teacher receives an average of not less than one hour per week of individualized support/mentoring coordinated and/or provided by the mentor.	Yes	LVUSD assures that each participating teacher will have an average of one hour per week of interactions with mentors/coaches which will be documented in a coaching log. The log will be a collaborative reflection on the candidate and mentor experiences. Logs will be collected each semester and reviewed by the program coordinator to ensure quality and compliance.
(4) Goals for each participating teacher must be developed within the context of the ILP within the first 60 days of the teacher's enrollment in the program.	Yes	LVUSD participating teachers will develop goals associated with their ILP within the first 60 days of enrollment in the program. Participants, along with their mentors, will engage in reflective conversations that support candidates in examining their personal learning needs and goals. With the guidance of

<b>General Education (Multiple Subject/Single Subject) Induction Preconditions</b>		
<b>Precondition</b>	<b>Meets Precondition</b>	<b>How Las Virgenes Unified School District Meets the Precondition</b>
		mentors, teachers will develop standards-based goals by conducting a CSTP-Self Assessment.
(5) The ILP must be designed and implemented solely for the professional growth and development of the participating teacher and not for evaluation for employment purposes.	Yes	LVUSD assures that the ILP will be designed, implemented and reviewed solely for the purpose of professional growth and the development of the participating teacher. LVUSD assures that the ILP will not be used for evaluation or employment purposes.
(6) An Induction Program sponsor must make available and must advise participants of an Early Completion option for “experienced and exceptional” candidates who meet the program’s established criteria.	Yes	<p>LVUSD will offer and advise candidates of an <u>Early Completion Option (ECO)</u> for those teachers who are “experienced and exceptional” and meet program requirements. All candidates will be made aware of the Early Completion Option at their orientation, and a written description of the ECO that will be included in the program handbook. The intent of the ECO is to serve those experienced and exceptional teachers by allowing them to complete an individualized plan of study at an accelerated pace. To be eligible for the ECO, participating teachers must complete an ECO application that verifies the following eligibility requirements:</p> <ul style="list-style-type: none"> <li>• Prior teaching experience as the teacher of record for a minimum of three years</li> <li>• Submission of authenticated teacher performance evaluations from two prior years of teaching or a detailed letter from the District Superintendent, site principal, or Human Resource Director describing how you meet the required three years of prior teaching experience.</li> </ul>

Preliminary Administrative Services Preconditions		
Precondition	Meets Precondition	How Las Virgenes Unified School District Meets the Precondition
<p>(1) Possess one of the following valid credentials:</p> <p>(a) a clear or life California teaching credential that requires a baccalaureate degree and a program of professional preparation, including student teaching or the equivalent, and holds an English learner authorization; or</p> <p>(b) a clear or life California designated subjects teaching credential in adult education, career technical education, vocational education or special subjects, provided the applicant also possesses a baccalaureate degree, and holds an English learner authorization; or</p> <p>(c) a clear or life California services credential in pupil personnel services, health services for school nurse, teacher librarian services, or speech-language pathology or clinical or rehabilitative services requiring a baccalaureate degree and a program of professional preparation, including field work or the equivalent.</p> <p><u>Education Code section 44270(a)(1) and Title 5 of the California Code of Regulations section 80054(a)</u></p>	<p>Yes</p>	<p>LVUSD assures that a Preliminary Administrative Service candidate will possess an appropriate and valid credential prior to being enrolled in the program and program support staff including the credential analyst will ensure that each candidate completes the prerequisites before enrolling. This enrollment information will be collected electronically and shared with the program coordinator.</p>



Preliminary Administrative Services Preconditions		
Precondition	Meets Precondition	How Las Virgenes Unified School District Meets the Precondition
(2) Meet the basic skills requirement as described in Education Code section 44252(b), unless exempt by statute. <i>Education Code section 44252(b) and Title 5 of the California Code of Regulations section 80054(a)</i>	Yes	LVUSD assures that candidates will meet the basic skills requirements unless exempt by statute.
(3) Verification of one of the following prior to being recommended for the preliminary credential  (a) five years of successful, full-time teaching experience with an employing agency as defined in Title 5 of the California Code of Regulations section 80054(g)(1) and (2)(A); (b) five years of successful, full-time experience in the fields of pupil personnel, school nurse, teacher librarian, or speech-language pathology. or clinical or rehabilitative services with an employing agency as defined in Title 5 of the California Code of Regulations section 80054(g)(1) and (2)(A); or (c) a combination of (a) or (b).  <i>Education Code section 44270(a)(2) and Title 5 of the California Code of Regulations section 80054(a)(4)</i>	Yes	LVUSD assures that it will verify completion of all prerequisites and experience in accordance with Precondition 3 and Title 5 of the California Code of Regulations section 80054(a)(4). Program support staff, including the Credential Analyst, will check to ensure all candidates satisfy all prerequisites before enrolling in the program. This information, compiled in a shared Google Drive, will be communicated to the Program Coordinator via the LVUSD Preliminary Administrative Services Program Candidate Checklist.
(4) Has completed a Commission-approved preliminary or intern Administrative Services Credential Program based on Administrative Services Credential Program Standards (rev. 7/2013). <i>Education Code</i>	Yes	Prior to recommending a candidate for a Preliminary Administrative Services credential, LVUSD will verify completion of all program requirements, which are based on Administrative Services Credential Program Standards. Program support staff, including the Credential Analyst, will check to ensure all

Preliminary Administrative Services Preconditions		
Precondition	Meets Precondition	How Las Virgenes Unified School District Meets the Precondition
<u>section 44270(a)(3) and Title 5 of the California Code of Regulations section 80054(a)(2).</u>		candidates satisfy all prerequisites before enrolling in the program. This information, compiled in a shared Google Drive, will be communicated to the Program Coordinator via the PASC Program Candidate Checklist.
(5) Verification of an offer of employment in a full or part-time administrative position in an employing agency as defined in Title 5 of the California Code of Regulations section 80054(g)(1). If a candidate has satisfied preconditions 1 through 4 but does not have an offer of employment, the Commission-approved program shall recommend for a Certificate of Eligibility which verifies completion of all requirements for the preliminary Administrative Services Credential and allows the holder to seek employment in and administrative position. <u>Education Code section 44270(a)(4) and Title 5 of the California Code of Regulations section 80054(a)(6).</u>	Yes	Prior to being recommended for the Preliminary Administrative Services Credential program, all LVUSD PASC participants will be required to present a letter of verification of an offer of employment in a full or part-time administrative position in an employing agency. Participants must provide the letter of verification to the Program Coordinator. If verification is not received, the candidate will be recommended for a Certificate of Eligibility.

Clear Administrative Services Induction Preconditions		
Precondition	Meets Precondition	How Las Virgenes Unified School District Meets the Precondition
(1) Possess a valid California preliminary Administrative Services Credential. <u>Education Code section 44270.1(a)(1) and Title 5 of the California Code of Regulations section 80054(d)(1)</u>	Yes	All LVUSD Clear Administrative Services Induction candidates will possess a valid California Preliminary Administrative Services Credential prior to being enrolled in the program. Program support staff, including the credential analyst, will ensure that all candidates meet this requirement and will compile and share the information with the

Clear Administrative Services Induction Preconditions		
Precondition	Meets Precondition	How Las Virgenes Unified School District Meets the Precondition
		program coordinator using the program candidate checklist.
(2) Verification of an offer of employment in a full or part-time administrative position in an employing agency as defined in Title 5 of the California Code of Regulations section 80054(g)(1). <u>Education Code section 44270(a)(4) and Title 5 of the California Code of Regulations section 80054(a)(6)</u>	Yes	LVUSD Clear Administrative Services Induction participants will be required to present a letter of verification of an offer of employment in a full or part-time administrative position in an employing agency prior to being enrolled in the program. This information will be compiled and shared by support staff with the program coordinator using the program candidate checklist.
(3) An entity that operates a program for the Clear Administrative Services Credential shall provide for the development of a written individualized program of professional development activities (clear credential induction plan) for the advanced preparation program based upon individual needs. The plan shall be developed in consultations among the candidate, employer and university representative. <u>Education Code Section 44270.1 (a)(3) and Title 5 of the California Code of Regulations section 80054(d)(1)</u>	Yes	LVUSD will require that a written individualized program of professional development activities called a Leadership Growth Plan for advanced preparation based on individual needs will be developed for each candidate. The individual plan will be developed in collaboration with the candidate, employer and university representative.
In addition to the Commission's General Preconditions as well as Precondition 1, 2, and 3 above, a Commission-approved program shall determine prior to recommendation of a candidate for a clear Administrative Services	Yes	Prior to recommending a candidate for the Clear Administrative Services Induction credential, LVUSD will verify two years of successful experience in a full-time administrative position.

Clear Administrative Services Induction Preconditions		
Precondition	Meets Precondition	How Las Virgenes Unified School District Meets the Precondition
<p>Credential that the candidate has met the following requirements established in California State laws, regulations, and/or Commission policy:</p> <p>(4) Verification of two years of successful experience in a full-time administrative position as defined in Title 5 of the California Code of Regulations section 80054(g)(2)(B) with an employing agency as defined in section 80054(g)(1). <u>Education Code Section 44270.1 (a)(2) and Title 5 of the California Code of Regulations section 80054(g)(1) and (g)(2)(B)</u></p>		
<p>(5) Has completed a Commission-approved Clear Administrative Services Credential Induction Program based on Administrative Services Credential Program Standards (rev. 7/2013). <u>Education Code Section 44270.1 (a)(3) and Title 5 of the California Code of Regulations section 80054(d)(3)(A)</u></p>	Yes	<p>Prior to being recommended for a Clear Administrative Services Induction credential, LVUSD assures that it will verify completion of program requirements. This information, compiled in a shared Google Drive, will be communicated to the Program Coordinator via a CASC Program Candidate Checklist.</p>

**Table 2 – Summary of Common Standards Responses**  
**Las Virgenes Unified School District**

For reference Las Virgenes Unified School District’s Common Standard document is provided in **Attachment A**. All responses to the Common Standards have been deemed to be aligned by a team of Board of Institutional trained reviewers. Beneath each Common Standard is a summary of the information submitted by the institution. The [2015 Common Standards](#) can be found on the Commission website.

<b><a href="#">Common Standard 1</a> - Institutional Infrastructure to Support Educator Preparation</b>	<b>Aligned</b>
<p>Las Virgenes Unified School District (LVUSD) has provided the following vision for the Center for Educational Excellence, which will house all proposed credential programs. The vision is based on the district’s values as well as educational research:</p> <p>The Center for Educational Excellence (CEE) fosters a professional learning community that prides itself on reflection. With the core belief that all students can achieve success, CEE provides a bridge that links theory and practice to support teachers and administrators in providing equitable learning experiences to meet the diverse needs of our student population. We endeavor to be frontrunners in educational leadership by providing our teachers and administrators with exemplary programs that guide and stretch them as professionals. Rooted in educational research, our programs develop our teachers and administrators into mindful, innovative leaders who create safe and inclusive learning environments for all students.</p> <p>The design of the credential programs is based on current theory in education and leadership focusing on student achievement, creating better learning opportunities through collaboration and support and employing a coaching model that emphasizes reflection, planning and problem-solving to support growth in teacher candidates. Relevant stakeholders were involved in the design of the program including the LVUSD Credential Programs Advisory Board, the Executive Leadership Team, and a focus group.</p> <p>Las Virgenes Unified School District attests that it has sufficient resources to effectively operate each of the programs it is interested in offering. Admissions, advisement and coordination of programs will occur through the support of the Administrative Cabinet, a full-time Credential Programs Coordinator and Educational Service Department support staff including the Credential Analyst.</p> <p>LVUSD faculty, instructors, site-based supervisors and fieldwork supervisors will be qualified individuals who will meet a set minimum requirements including but not limited to:</p> <ul style="list-style-type: none"> <li>• a strong commitment to professional learning, reflections and collaboration;</li> <li>• a minimum of four years of effective teaching experience in LVUSD (for Teacher Induction Programs only); and</li> <li>• a minimum of five years of administrative experience in a site, district or county office setting (Administrative Credential programs only).</li> </ul>	

LVUSD faculty, instructors, field-based supervisors, mentors and program staff will collaborate biannually with faculty from Institutions of Higher Education (IHE's) including California Lutheran University, Pepperdine University and California State University, Channel Islands.

<b><u>Common Standard 2</u> - Candidate Recruitment and Support Preparation</b>	<b>Aligned</b>
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LVUSD candidates will be recruited based on multiple criteria including:

- Possession of a valid preliminary California teaching credential
- District needs
- Contribution to diversity

LVUSD offers candidates the support of the credential programs coordinator, mentors, the credential analyst and support staff. LVUSD's Center for Educational Excellence will maintain a website where candidates are provided program information, requirements, forms and documents as well as links to their own online learning management system. The learning management system will include formative feedback on program requirements each trimester by tracking mastery of the standards, progress on modules and program completion. For candidates requiring additional support, the learning management system provides a help desk as well as tutorial videos and LVUSD also provides "drop-in" support sessions for those seeking advisement. For candidates needing additional time to complete the program, LVUSD offers a program extension.

<b><u>Common Standard 3</u> - Course of Study, Fieldwork and Clinical Practice</b>	<b>Aligned</b>
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Las Virgenes USD's coursework for the Teacher Induction Program, the Preliminary Administrative Services program and the Clear Administrative Services Induction program is based on current research including meta-analysis of instructional practices, leadership assessments and effective teaching practices.

Candidates in the Teacher Induction program will complete an ILP based on self-reflection of the CSTP's and will engage in collaborative conversations with mentors and administrators. Candidates will receive a minimum of forty hours of support each year. Coaching logs will be used by the coaches to reflect with candidate on their progress.

Candidates in the Preliminary Administrative Services credential program will use self-assessment and reflection based on the California Administrator Performance Expectations (CAPEs) during a two year program. All candidates in this program must complete 60 hours of fieldwork, of which 20 hours will be in a grade span other than their current assignment. Candidates must also shadow two administrators in both the elementary and secondary levels.

The Clear Administrative Services Induction credential program is a coaching-based program. Each year candidates will develop skills through the completion of an inquiry-driven Leadership Growth Plan. Candidates will be supported a minimum of forty hours each year by their district/site coach and will attend all classes with their coach including "coach training

classes.” This model is based on the belief that candidates need to develop coaching capacities in order to effectively support educator in the schools and districts.

Site-based supervisors/fieldwork supervisors, coaches and mentors will be required to be experienced and certified in the appropriate areas.

- Preliminary Administrative Services candidates will be supported by fieldwork supervisors who will oversee the CAPE/CACE aligned fieldwork experience to ensure it meets program guidelines. A site-based supervisor will also support candidates in this program by acting as a mentor.
- Clear Administrative Services candidates will receive coaching from administrators who meet minimum criteria. The minimum criteria includes but is not limited to: A strong commitment to professional learning, reflection, and collaboration; and a minimum of five years of administrative experience in a site, district or county office setting (Administrative Credential Programs only)
- Teacher Induction Program candidates will receive support from mentors/coaches (who are full-time classroom teachers). In this program, site administrators also support candidates by providing resources to help them meet their needs and goals.

**Common Standard 4 - Continuous Improvement**

**Aligned**

LVUSD plans to collect candidate survey data, completer survey data and administrator survey data as well as mentor and instructor survey data. In order to inform program and unit effectiveness, LVUSD will survey candidates, mentors and instructors bi-annually. Data from focus group meetings, fieldwork supervisor surveys, program assessments, individualized learning plans and leadership growth plans will be used to guide ongoing improvement in the credential programs. Key stakeholders on the advisory board which includes an IHE, principals, mentors, teachers and administrators will provide feedback about the quality of preparation. Completer data will be collected post-program and the credential program coordinator will meet bi-annually with leadership from partner districts to help assess the impact made by LVUSD program graduates.

Data from the ILP and ILP rubrics will also be used to inform continuous program improvement. A Documentation Review Panel which is group of experienced coaches who convene at the end of every academic year will review each program candidate’s ILP (for Teacher Induction) or Leadership Growth Plan (for CASC). The Documentation Review Panel will identify trends they observe and this information will be used by the Program Coordinator and other appropriate stakeholders to inform program impact. Specific data from individual candidates will not be kept or compiled for this purpose.

**Common Standard 5 - Program Impact****Aligned**

LVUSD's credential programs will utilize student outcome data to determine program impact. Candidates will use the California Department of Education dashboard data to provide context (state, school and district) and will access Ed-Data to better understand demographics and student performance. Through a review of the data, candidates will measure growth. Preliminary Administrative Services candidates will also reflect on how action research projects impact student outcomes that are aligned to the CPSELs. Teacher Induction candidates will measure the impact of their "inquiry" on student outcomes through formative and summative assessment data.

**Staff Recommendation**

Staff recommends that the Commission grant Provisional Approval to Las Virgenes Unified School District because the Board of Institutional Review has found the Common Standard response to be aligned to the standards and staff has found the Preconditions to be met. This would allow Las Virgenes Unified School District's proposed programs for Teacher Induction, Preliminary Administrative Services, and Clear Administrative Services Induction to be reviewed by the Committee on Accreditation.

If the Commission grants Provisional Approval to Las Virgenes Unified School District, staff recommends that the provisional approval period be 3 years such that in Year Three a site visit could occur and data will be available that includes completers of the program. The report from the site visit will be brought to the Commission for consideration of full approval for Las Virgenes Unified School District.