

**COMMITTEE ON ACCREDITATION
MINUTES
November 7, 2018**

Commission on Teacher Credentialing

Committee Members Present

Jose Luis Alvarado
Jomeline Balatayo
Suzanne Borgese
Cathy Creasia
Katrine Czajkowski
Deborah Erickson
Cheryl Forbes
Bob Frelly
Anna Moore
Gerard Morrison
Iris Riggs

Absent Members

Cynthia Amos

Staff Members Present

Teri Clark, Director
Cheryl Hickey, Administrator
Catherine Kearney, Administrator
Miranda Gutierrez, Consultant
Gay Roby, Consultant
Lynette Roby, Consultant
Jake Shuler, Consultant
Michelle Bernardo, Secretary
Nicole Hill, Analyst
Hart Boyd, Consultant
Erin Sullivan, Consultant

Others Present

Josh Maisel, Fremont Union High School District
Tom Avvakumovits, Fremont Union High School
District
Melissa Meetze-Hall, Team Lead
Kristy Pruitt, Fortune School of Education
Leonor Rebosura, Newark USD
Virginia Williamson, Newark USD
Will Eaton, Newark Unified School District
Dr. Anthony J. Martinez, Montebello USD

Francisco Arregui, Montebello USD
Angelica Paz, Montebello USD
Patricia Salcido-Maez, Montebello USD

Others Present Via Technology

Amy Gaudette, Saugus Union SD
Kim McKenzie, Shasta COE
Adora Fisher, Team Lead
Dr. Craig Cook, Simpson University
Dr. Kimberly Mayfield, Holy Names University
Dr. Timothy Weekes, Holy Names University
Sandra Schiber, Atwater Elementary SD
Ana Boyenga, Atwater Elementary SD
Debbie Mitchell, Atwater Elementary SD
Diana Heller, Atwater Elementary SD
Alexandria Aiello, Burton SD
Treasure Weisenberger, Burton SD

Item 1 - CALL TO ORDER AND ROLL CALL

The November 2018 meeting of the Committee on Accreditation was called to order by Co-Chair Robert Frelly at 9:06 a.m. on Wednesday, November 7, 2018. Co-Chair Frelly welcomed the new committee members Cathy Creasia and Katrine Czajkowski to the meeting as well as Cynthia Amos who was not able to make the meeting.

Item 2 - APPROVAL OF THE AGENDA

It was moved, seconded (Borgese/Alvarado) and carried to approve the November 2018 agenda.

Item 3 - APPROVAL OF THE MINUTES OF THE PRIOR MEETING

It was moved, seconded (Moore/Alvarado) and carried to approve the August 2018 minutes with no corrections or changes.

Item 4 - CO-CHAIR AND MEMBER REPORTS

- Member Balatayo announced her new position as the English Language Development (ELD) instructional coordinator.
- Co-Chair Frelly reports Chapman University is expanding and adding another music education professor position.
- Member Erickson is working with Poway Unified School District on a planning grant from Point Loma Nazarene University on teacher preparation and special education.
- Member Forbes announced UC San Diego and San Diego State University are collaborating with Sweetwater Union High School District on a residency capacity grant.
- Member Alvarado announced CSU Monterey Bay received a Title V Hispanic Serving Institution grant for \$3.75 million to diversify candidates going into the teaching profession.

Item 5 – STAFF REPORTS

Administrator Hickey welcomed the new committee members. She noted that site visits have started back up for this year. October was very busy with the California Council on Teacher Education (CCTE) and Credential Counselors and Analysts of California (CCAC) conferences. CCAC has changed their conference meeting date for next year to November so a new November 2019 COA meeting date will be proposed at the next COA meeting.

Ms. Hickey introduced Cara Mendoza as the Commissions new grant consultant and provided highlights on State funded grant opportunities. Funds were awarded for the development of new the undergraduate teacher preparation programs last year and an informal survey has recently been conducted to find out how many began enrolling candidates this fall. There are 41 programs focused on STEM, special education and bilingual. An estimated 1,500 teachers will complete these programs annually with the first graduates completing as soon as 2020. Ms. Hickey also reported on the California Center on Teaching Careers operating through the Tulare County Office of Education. The Classified Grant Program received \$45 million over 5 years with 53 grants awarded in this area. The Bilingual Teacher Professional Development

Program was \$5 million. The CalEd program was supported by \$9.2 million. Currently, there is \$75 million dollars available for Teacher Residency grants with proposals due in January including \$50 million for special education and \$25 million for STEM and bilingual. Local Solutions grants will be awarded for a total of \$50 million. Those grant awards will be announced in December.

Dr. Kearney provided an update on Program Review with 110 programs to be reviewed for the Orange Cohort. Thus far, 20 programs have been reviewed and another 19 will be reviewed before the Thanksgiving. There are 8 School Psychology programs and 5 Speech Language Pathology programs in that cohort and noted the difficulty in recruiting reviewers for these credential areas. Dr Kearney thanked Dr. Erickson and Point Loma Nazarene University for hosting the first program review session this year. Additionally, she noted that Orange site visits dates and team leads have been identified and that the system is progressing smoother this year than last year and it is expected to continue that way.

Ms Hickey announced various other upcoming activities of the Commission staff. The bilingual community is looking to refresh the standards in the next year. Progress has been made in revising the Pupil Personnel standards. Additionally, the Commission wishes to begin to examine subject matter. She announced that, working in partnership with the California Department of Education, there is a workgroup being formed for Career Technical Education. Regulations are being promulgated to align the cost recovery system with the new accreditation system. She commented that additional work is expected in the near future related to revisiting the TPEs as they relate to reading and literacy.

Ms Hickey informed the COA that staff is working with Phillips Graduate University on its teach-out plan for its current candidates as the institution will no longer be accredited by the Western Association of Schools and Colleges (WASC) as of April 2019. More information will be shared with the COA as this situation develops.

Item 6 – PROGRAM APPROVAL RECOMMENDATIONS

This item was introduced by Co-Chair, Bob Frelly.

PART 1

A. Programs for Approval by the Committee on Accreditation

It was moved, seconded (Balatayo/Borgese, recusals by Moore and Erickson) and carried to grant initial accreditation to the following preparation program(s):

Administrative Services Credential Clear Induction

Kings County Office of Education

Animo Leadership Charter High School (Green Dot Public Schools)

Education Specialist Moderate/Severe Intern

Placer County Office of Education

Sonoma County Office of Education

B. Recommendation about the Withdrawal of Professional Preparation Programs

It was moved, seconded (Riggs/Erickson, no recusals) and carried to take action to withdraw the following preparation programs as requested by the institution:

California State University, Bakersfield

Preliminary Administrative Services – Intern, effective November 7, 2018

California State University, Sacramento

Reading and Literacy Leadership Specialist Credential, effective November 7, 2018

Reading and Literacy Added Authorization, effective November 7, 2018

Fresno Pacific University

Clear General Education (MS/SS) Induction, effective November 7, 2018

San Diego State University

School Nurse, effective November 7, 2018

C. Professional Preparation Programs Requesting Reactivation

*There were no requests for program reactivation at this time.

PART 2

(The items in Part 2 were for notification purposes only)

D. Notification about the Transition of Professional Preparation Program(s)

*There are no requests to transition at this time.

E. Programs of Professional Preparation Moving to Inactive Status

Sonoma County Office of Education

Designated Subjects – Supervision and Coordination, effective November 7, 2018

Designated Subjects – Special Subjects, effective November 7, 2018

Item 7 – INITIAL PROGRAM APPROVAL FOR NEW PROGRAM SPONSORS

The following programs were approved for institutions that have been granted provisional approval by the Commission.

1. Atwater Elementary School District

It was moved, seconded (Forbes/Borgese) and carried to grant initial program initial program accreditation to Atwater Elementary School District to offer a Teacher Induction program.

2. Fortune School of Education

It was moved, seconded (Borgese/Riggs) and carried to grant initial program initial program accreditation to Fortune School of Education to offer a Preliminary Administrative Services Credential program.

3. Burton School District

It was moved, seconded (Riggs/Balatayo) and carried to grant initial program initial program accreditation to Burton School District to offer a Teacher Induction program.

Item 8 – DISCUSSION OF LATE DOCUMENTS

This is an action/information item but no action was taken at this time. Analyst Michelle Bernardo presented information regarding institutions that have not complied with the timelines of the accreditation cycle, specifically, annual accreditation fees, program review for the Orange Cohort, and preconditions for Orange and Indigo Cohorts.

After discussion, COA members expressed their concerns for the institutions that have not responded to multiple requests by staff for the required accreditation reports. The committee asked staff to propose options at the next meeting of a process to address institutions who are not meeting the accreditation cycle deadlines such as when warning letters should be sent to institutions, when fees should be charged, and when their ability to recommend should be suspended.

Item 9 – DISCUSSION OF THE QUARTERLY REPORT FROM THE NEWARK UNIFIED SCHOOL DISTRICT

Consultant Lynette Roby presented this item. She was joined by institutional representatives Leonor Rebosura, Director, Teacher Induction, Virginia Williamson, Advisory Council member and Will Eaton, Principal of Key Academy and Advisory Council member. In the next report, the COA directed the institution to discuss sustainability as well as to provide additional information on the data collection efforts and the advisory committee.

After discussion, it was moved, seconded (Forbes/Erickson) and carried to accept the report from the Newark Unified School District.

Item 10 – DISCUSSION OF THE QUARTERLY REPORT FROM SAUGUS UNION SCHOOL DISTRICT

Consultant Erin Sullivan presented this item. Joining her by video was institutional representative Amy Gaudette, Induction Coordinator. In its next quarterly report, the COA directed the institution to be certain to include information on the crosswalk with the California Standards for the Teaching Profession (CSTP).

After discussion, it was moved, seconded (Riggs/Alvarado) and carried to accept the report from Saugus Union School District.

Item 11 – UPDATE ON CHANGES TO THE ADMINISTRATIVE SERVICES CREDENTIAL STANDARDS FOR THE ADMINISTRATIVE PERFORMANCE ASSESSMENT (APA)

Consultant Gay Roby presented this information item. Ms. Roby provided information regarding the immediate implementation of the new program standards language in the Administrative Performance Assessment (CalAPA). For five of the seven accreditation cohorts, the immediate implementation with evidence in place by summer of 2019 is easily accomplished. Red, Violet, Indigo, Blue and Green cohorts do not have documents due to be submitted for review in this year and can use the 2018-19 year to put documentation in place. However, the Yellow cohort members are hosting site visits this year, while the Orange cohort members are participating in Program and Common Standards Review. Orange cohort was provided a guidance sheet with suggested possible places where documentation could be included in their Program Review submission. The Yellow cohort institutions were provided possible interview questions for site visit teams taking into consideration that institutions sponsoring a preliminary program would be interviewed during this year’s accreditation site visits between October 2018 and May 2019.

Item 12 – DISCUSSION OF GUIDANCE DOCUMENT ON GRANTING EQUIVALENCY

Director Teri Clark presented this information/action item. No motion was needed. Ms. Clark asked the committee to provide comment on any part of the guidance document that needs to be modified to be posted for the program coordinators. Member Erickson stated that the scenarios in the document are really helpful. The Committee discussed the monitoring of an institution’s use of equivalency through the accreditation process. Institutions are expected to document how decisions have been made.

Item 13 – REPORT OF THE ACCREDITATION TEAM TO SHASTA COUNTY OFFICE OF EDUCATION

Consultant Bob Loux was the consultant on this visit. In light of his absence, Administrator Dr. Catherine Kearney introduced this item. Joining her via video technology is team lead Adora Fisher and institutional representative Kim McKenzie, Director of Administrator Support Services.

After discussion, it was moved and seconded (Balatayo/Riggs: no recusals) to grant **Accreditation** to Shasta County Office of Education.

Item 14 – REPORT IN THE REQUIRED 6 MONTH FOLLOW UP FROM THE SIMPSON UNIVERSITY SITE VISIT

Ms. Hickey introduced this item. She was joined via video technology by institutional representative Dr. Craig Cook, Dean of Education.

After discussion, it was moved and seconded (Erickson/Borges) to accept the report provided by Simpson University.

Item 15 – REPORT OF THE ACCREDITATION TEAM TO FREMONT UNION HIGH SCHOOL DISTRICT

Consultant Jake Shuler introduced this item. He was joined by team lead Dr. Melissa Meetze-Hall and institutional represented Josh Maisel, Coordinator of Academic Interventions and Tom Avvakumovits, Assistant Superintendent, Teaching and Learning.

After discussion, it was moved and seconded (Erickson/Balatayo) to grant the status of **Accreditation with Stipulations** to Fremont Union High School District.

The following stipulation were placed on the institution:

1. That by May 15, 2019, Fremont UHSD provide a follow up report that:
 - a) documents how changes made after the site visit to induction program preconditions 3 and 4 have been implemented, and
 - b) presents information about how data on induction candidates, particularly data from key stakeholders such as employers and community partners, is disaggregated from that of all new hires and how that data is used for continuous improvement of the induction program specifically.
2. That within one year, Fremont UHSD provide evidence that the unit ensures that faculty and instructional personnel regularly and systematically collaborate with members of the broader educational community to improve educator preparation. (CS1)
3. That within one year, Fremont UHSD provide evidence of a continuous improvement process focused on induction candidate preparation (distinguishable from new hire support) that includes feedback from key stakeholders such as employers and community partners about the quality of the preparation. (CS4)

Item 16 – DISCUSSION OF THE ANNUAL REPORT OF THE COA TO THE COMMISSION

This item was presented by Administrator Hickey. After discussion, it was moved and seconded (Erickson/Forbes) to accept of the *Annual Report of the COA to the Commission*. This report is scheduled to be presented at the November 29th Commission meeting.

Item 17 – DISCUSSION OF THE QUARTERLY REPORT FROM MONTEBELLO UNIFIED SCHOOL DISTRICT

This item was presented by Consultant Gay Roby. She was joined by institutional representatives: Dr. Anthony J. Martinez, Superintendent of Schools; Francisco Arregui, Administrator on Special Assignment; Angelica Paz, Program Specialist; Patricia Salcido-Maez, Teacher on Special Assignment.

After discussion, the quarterly report was accepted from Montebello Unified School District. The committee has requested that the following information be provided in the next report:

- What are the data elements being collected?
- How is the data being used?
- How has the data impacted your program?
- What kinds of changes and improvements are you seeing as a result?

Item 18 – REPORT ON ACTIONS TAKEN TO ADDRESS STIPULATIONS AT HOLY NAMES UNIVERSITY

This item was introduced by Consultant Erin Sullivan. She was joined via video by institutional representatives Dr. Kimberly Mayfield, Dean, School of Education and Dr. Timothy Weekes, Assessment Coordinator, School of Education.

After discussion, it was moved and seconded (Alvarado/Riggs: no recusals) to accept the recommendation to remove the final stipulation and to grant the status from Accreditation with Stipulations to **Accreditation**.

Item 19 – DISCUSSION OF THE ANNUAL ACCREDITATION DATA SYSTEM SUBMISSION PROCESS

Director Teri Clark and Analyst Nicole Hill presented this item. No action was taken. This item reviewed the pilot year data submission process required by institutions to submit information for each Commission approved education educator preparation program. There was discussion on the progress of the reports and analysis of the data submitted. From the feedback that was provided from the institutions, there were some concerns regarding if teachers with Short Term Staffing Permits (STSP) and Provisional Intern Permits (PIP) are being reported accurately. Staff asked for guidance from the committee to add another category for holders of Short Term Staffing Permits (STSP) and Provisional Intern Permits (PIP) to help properly identify these teachers. Ms Hickey added the possibility of bringing together institutions to get a better understanding of what is going on and challenges. There is also a concern addressing the definition on teacher residency to clarify that it can only be a student teacher option. Staff will work on clarifying the definition of teacher residency for the next data submission cycle.

Item 20 – DISCUSSION OF INSTITUTIONS WITH STIPULATIONS AND INACTIVE STATUS

This item was introduced by Ms. Hickey. The Committee discussed possible options to consider when an institution is unable to clear its stipulations as a result of having put its program on inactive status. Four possible options were present to the Committee as to how to address this concern. After further discussion, staff will bring another draft of option 3 that includes a statement regarding programs with common standards issues must be addressed. Ms. Clark also suggests that in item 6 of the agenda those programs that wish to go inactive will be identified in the item if they have pending stipulations.

PUBLIC COMMENT

There were no members of the public present for comments.

ADJORNMENT

The meeting was adjourned by Co-Chair Anna Moore at 3:00pm. The next meeting of the COA is scheduled for January 31, 2019 and February 1, 2019.