

## Discussion of COA Meeting Dates for 2020 June 2019

### Overview of this Report

This agenda item proposes possible COA meeting dates for the 2020 calendar year.

### Staff Recommendation

That the COA takes action to adopt a meeting schedule for the 2020 calendar year.

### Background

Staff has prepared a proposed schedule of COA meeting dates for the 2020 calendar year with a few options to discuss. Members of the COA agreed that the preferred days to meet are Thursday and Friday. Staff proposes to continue this approach into 2020, whenever possible. Site visits for the orange cohort will begin in the fall of 2019 and, therefore, staff proposes all two day meetings for 2020 at this point in time, with the exception of August 2020 which is proposed to be a one day meeting.

Consideration has been given to Commission meeting dates as well as state, federal and religious holidays. Consideration was also given to the dates that the Committee of Credentials meets, when possible. Generally, the Committee of Credentials meets the third week of the month. There may be some unavoidable instances in which the COA and COC will be meeting the same week.

The following two charts lists the dates for the Commission schedule and the Committee of Credentials.

Commission on Teacher Credentialing	Committee of Credentials (Tentative)
February 6-7, 2020	January 15-17, 2020
April 23-24, 2020	February 19-21, 2020
June 18-19, 2020	March 18-20, 2020
August 6-7, 2020	April 15-17, 2020
October 8-9, 2020	May 13-15, 2020
December 3-4, 2020	June 10-12, 2020
	July 15-17, 2020
	August 19-21, 2020
	September 16-18, 2020
	October 14-16, 2020
	November 18-20, 2020
	December 16-18, 2020

While the Commission attempts to avoid conflicts with spring break for educational institutions, the different educational institutions have widely varying spring breaks so it is not possible to avoid all conflicts.

In addition, the proposed possible dates have been selected to avoid conflicts with the following annual educational conferences:

<b>Conference</b>	<b>2020-21</b>
California Council of Teacher Education (CCTE)	March 19-20, 2020 and October 22-24, 2020
American Educational Research Association (AERA)	April 17-21, 2020
Council for the Accreditation of Educator Preparation (CAEP)	September 30 – October 3, 2020
National Association of State Directors of Teacher Education and Certification (NASDTEC)	June 14-16, 2020
International Council of Professors of Educational Leadership [formerly the National Council of Professors of Educational Administration (NCPEA)]	August 4-7, 2020
California Association of Professors of Education Administration (CAPEA)	Spring 2020 TBD
Credential Counselors and Analysts of California (CCAC)	November 2-6, 2020

Lastly, the Commission staff considers the COA workload. For instance, toward the end of the site visit “season” the schedule should take into consideration getting as many site visit reports on for action as possible before the end of the academic year. While it is permissible to have site visit reports in the late summer (August) COA meetings, it is not ideal as team leads, institutional personnel and other relevant stakeholders are frequently unavailable.

The Commission sets its meeting schedule on a calendar year basis. For the past two years the COA acted on dates through the end of the calendar year, bringing the COA schedule setting in line with the Commission. Provided below are the *adopted* COA meeting dates for Fall 2019 and the *proposed* possible meeting date options for 2020.

**Proposed 2020 Meeting Dates**

<b>Meeting Month</b>	<b>Dates NOT available in that month</b>	<b>Proposed COA Meeting Dates</b>	<b>Day of the Week</b>
<b>August 2019</b>		<b>August 6, 2018</b> <i>Adopted: June 28, 2018</i>	Monday <b>possible teleconference</b>
<b>October 2019</b>		<b>October 24, 2019</b> <i>Adopted: January 31, 2019</i>	Thursday
February 2020	February 6-7, 2020 (Commission) February 19-21, 2020 (COC)	*February 13-14, 2020 February 27-28, 2020	Thursdays / Fridays
March/ April 2020	March 18-20, 2020 (COC) March 19-20, 2020 (CCTE) April 15-17, 2020 (COC) April 23-24, 2020 (Commission) April 17-21, 2020 (AERA) April 16-17, 2020 (many schools on break) April 23-24, 2020 (many schools on break)	March 5-6, 2020 *March 26-27, 2020 April 2-3, 2020 April 9-10, 2020	Thursdays / Fridays
May 2020	May 13-15, 2020 (COC) May 25, 2020 (Memorial Day weekend)	April 30-May 1, 2020 *May 7-8, 2020 May 21-22, 2020 May 28-29, 2020	Thursdays / Fridays
June 2020	June 10-12, 2020 (COC) June 14-16, 2020 (NASDTEC) June 18-19, 2020 (Commission)	June 4-5, 2020 *June 25-26, 2020	Thursdays / Fridays
August 2020	August 4-7, 2020 (NCPEA) August 6-7, 2020 (Commission) August 19-21, 2020 (COC)	August 3, 2020 *August 11, 2020 (Tuesday) August 17, 2020	Monday <b>possible teleconference</b>
November 2020	November 2-6, 2020 (CCAC) November 18-20, 2020 (COC) November 26-27, 2020 (Thanksgiving)	*October 29-30, 2020 November 12-13, 2020	Thursdays / Fridays

*\*Staff preference.*

Staff proposes that the COA discuss the possible dates and take action to establish a 2020 COA meeting schedule.