

**COMMITTEE ON ACCREDITATION
MINUTES
March 26, 2020
Commission on Teacher Credentialing**

Committee Members Present

Anna Moore
Bob Frelly
Cathy Creasia
Cheryl Forbes
Cynthia Amos
Gerard Morrison
Iris Riggs
Jomeline Balatayo
Jose Luis Alvarado
Katrine Czajkowski
Martin Martinez
Michael Hillis

Staff Members Present

Teri Clark, Director
Cheryl Hickey, Administrator
Erin Sullivan, Administrator
Dr. Katie Croy, Consultant
Gay Roby, Consultant
Roxann Purdue
Dr. Cara Mendoza, Consultant
Dr. Sarah Solari Colombini, Consultant
Karen Sacramento, Consultant
Bob Loux, Consultant
Miranda Gutierrez, Consultant
Jake Shuler, Consultant
Hart Boyd, Consultant
Poonam Bedi, Assistant Consultant
Michelle Bernardo, Secretary

Present Via Technology

Dr. Chinaka Domnwachukwu, CSU San Bernardino
Dr. Marita L. Mahoney, CSU San Bernardino
Shelly Groom, Visalia USD
Karla Paul, Merced COE

Marina Velez, Stella Middle Charter Academy
Nicole Wellman Noble, Stella Middle Charter Academy
Rob Sinclair, Keppel USD
Jill Barnes, Napa County Office of Education
Lucy Edwards, Napa County Office of Education
Jason Lea, Sonoma County Office of Education
Dr. Thomas Smith, Team Lead
Dr. Heather Lattimer, San Jose State University
Dr. Marcos Pizarro, San Jose State University
Isabel Vallejo, San Jose State University
Marcia Carrillo, Merced Union High School District
Lori Goldstein, Team Lead
Pam Lamcke, Summit Public Schools
Adam Carter, Summit Public Schools
Donna Elder, Team Lead
Kim Nguyen, Milpitas USD
Raquel Kusunoki, Milpitas USD
Julia Dewees, Team Lead
Kelly Blanc, Modesto City Schools
Kim Newton, Modesto City Schools
Kimberly Lillienthal, Team Lead
Kenny Loo, Conejo Valley USD
Deborah Kolodney, Conejo Valley USD
Gina Mandell, Conejo USD
Melissa Beattie, Team Lead
Dr. Kimberly White Smith, University of La Verne
Edmundo Litton, Team Lead
Jordan Morton, The Master's University

Rebekah Harris, Team Lead
Dr. Carol Gittens, St. Mary's College of
California

Judy Sylva, Team Lead

Item 1 – Call to Order and Roll Call

The March 2020 meeting of the Committee on Accreditation was called to order by Co-Chair Bob Frelly at 8:32 a.m. on Thursday, March 26, 2020. It is noted that this meeting is being conducted entirely electronically, with minimal presence in the Commission offices, due to the COVID 19 pandemic and Governor Newsom's stay at home order.

Item 2 – Approval of the Agenda

It was moved, seconded (Alvarado/Moore: no recusals) and carried by roll call vote to approve the March 2020 agenda.

Item 3 - Approval of the Minutes of the Prior Meeting

It was moved, seconded (Martinez/Forbes: abstained by Moore) and carried by roll call vote to approve the February 2020 minutes with no corrections.

Item 4 - Co-Chair and Member Reports

Committee member Forbes gave her appreciation to the Commission staff for their guidance and support during this unprecedented crisis caused by the COVID 19 pandemic.

Item 5 – Staff Reports

Director Teri Clark reported on several items of interest including:

- Updates regarding COVID-19 issues. She noted that individuals should check the Commission COVID-19 webpage for updated information as the situation changes often.
- Most Commission staff are working remotely with the exception of some essential staff that must keep the building open to the public.
- She noted that the best way to contact Commission staff is by email. There is a new Chat feature for Certification questions and available on the CTC COVID-19 webpage.
- All of the meetings and much of the work of the Commission have been moved to technology.

Item 6 – Program Approval Recommendations

There were 3 institutions with 4 new programs for approval.

It was moved, seconded (Forbes/Alvarado: abstained by Riggs) and carried by roll call vote to grant initial accreditation to the following preparation program:

California State University, San Bernardino

Designated Subjects: Adult Education

It was moved, seconded (Martinez/Moore: no recusals) and carried by roll call vote to grant initial accreditation to the following preparation program:

Visalia Unified School District

Clear Administrative Services Induction

It was moved, seconded (Riggs/Balatayo: no recusals) and carried by roll call vote to grant initial accreditation to the following preparation program:

Merced County Office of Education

Preliminary Education Specialist: Mild/Moderate Intern

Preliminary Education Specialist: Moderate/Severe Intern

Item 7 – Program Change of Status

Section A: Program Withdrawals: There were 3 program sponsors withdrawing 4 programs. It was moved, seconded (Martinez/Creasia: no recusals) and carried by roll call vote to take action to withdraw the following preparation programs as requested by the institutions:

California State University, Fresno

Teacher Induction, effective June 1, 2020

California State University, Long Beach

School Nurse, effective April 1, 2020

Reading and Literacy Leadership Specialist Credential, effective April 1, 2020

California State University, San Marcos

Education Specialist Added Authorization: Autism Spectrum Disorder, effective March 26, 2020

Section B: Program Requesting Reactivation:

There were no institutions requesting reactivation at this time.

Section C: Adding a New Content Area:

There were no programs sponsors requesting to add a new content area at this time.

Section D: Programs Transitioning:

There were no programs requesting to transition.

Section E: Programs Moving to Inactive Status:

The following program sponsor requested to move 1 program to inactive status. There was no action needed for this item.

California State University, Long Beach

Education Specialist Added Authorization: Autism Spectrum Disorder, effective April 1, 2020

Item 8– Initial Program Approval for New Program Sponsors

Consultant Hart Boyd presented this action item. He was joined by institutional Stella Middle School representatives Marina Velez, Director of Teacher Induction and Development and Nicole Wellman Noble, Vice President of People Development.

It was moved, seconded (Czajkowski/Hillis: no recusals) and carried by roll call vote to grant initial accreditation to Stella Middle Charter Academy’s Teacher Induction program.

Item 9– Notification of Institutions Not In Compliance With Accreditation Timelines

There were institutions or programs to report as not in compliance with accreditation timelines.

Item 10 - Report of the Accreditation Team to Keppel Union School District

Consultant Gay Roby introduced this item. She was joined by institutional representative Rob Sinclair, Induction Program Coordinator and team lead Karman Mak.

After discussion, it was moved, seconded (Forbes/Riggs: Balatayo recused) and carried by roll call vote to grant the status of **Accreditation** to Keppel Union School District.

Item 11 - Discussion of the 7th Year Report from Napa County Office of Education to Address Stipulations

Consultant Roxann Purdue introduced this item. She was joined by institutional representatives Jill Barnes, Program Coordinator and Lucy Edwards, Director of Continuous Improvement.

After discussion, it was moved, seconded (Balatayo/Czajkowski: recusal by Martinez) and carried by roll call vote to remove all stipulations and change of status of Napa County Office of Education from Accreditation with Stipulations to **Accreditation**.

Item 12 - Report of the Revisit Team to Sonoma County Office of Education

Consultant Dr. Sarah Colombini introduced this item. She was joined by team lead Dr. Thomas Smith and institutional representatives Jason Lea, Program Director.

After discussion, it was moved, seconded (Morrison/Forbes: recusal by Moore) and carried by roll call vote to remove all stipulations except for stipulations 2, 3, 4 and 6 and change of status of Sonoma County Office of Education from Accreditation with Probationary Stipulations to **Accreditation with Stipulations**.

The Committee on Accreditation removed all stipulations with the exception of the following stipulations:

2. That each program in the educator preparation unit is based on sound rationale, informed by theory and research and aligned with program standards that fosters coherence among, and is clearly represented in all educator preparation programs.
3. That the educator preparation unit ensures that the program offered at satellite locations receive sufficient resources for the effective operation, including, but not limited to, coordination, admission, advisement, curriculum, professional development/instruction, field based supervision and clinical experiences.

4. That Sonoma County Office of Education may not offer the education preparation program at other satellite locations until all stipulations have been removed.
6. That the education unit develops and implements a comprehensive continuous improvement process at both the unit level and within each of its programs that identifies program and unit effectiveness and makes appropriate modifications based on findings.

In addition:

1. Sonoma County Office of Education must submit a course matrix in March 2021 for the Designated Subjects – Career Technical Education program documenting the alignment of their preliminary coursework to the Category II program standards 8-16.
2. Sonoma COE must submit a report addressing the progress achieved towards addressing Stipulation 2, 3, and 6 in March 2021.

Item 13 - Report of the Accreditation Team to San Jose State University

Consultants Dr. Katie Croy and Dr. Cara Mendoza introduced this item. They were joined by team lead Dr. Thomas Smith and institutional representatives Dr. Heather Lattimer, Dean; Dr. Marcos Pizarro, Associate Dean; and Isabel Vallejo, Director of Assessment and Accreditation.

After discussion, it was moved, seconded (Alvarado/Moore: no recusals) and carried by roll call vote to grant the status of **Accreditation with a 7th Year report** to San Jose State University. The 7th year report would address all standards less than fully met.

Item 14 - Report of the Accreditation Team to Merced Union High School District

Consultant Dr. Sarah Colombini introduced this item. She was joined by institutional representative Marcia Carrillo, New Teacher Induction Coordinator and team lead Lori Goldstein.

After discussion, it was moved, seconded (Czajkowski/Martinez: no recusals) and carried by roll call vote to grant the status of **Accreditation** to Merced Union High School District.

Item 15 - Report of the Revisit Team to Summit Public Schools

Consultant Jake Shuler introduced this item. He was joined by institutional representatives Pam Lamcke, Executive Director of Teacher Residency; Adam Carter, Executive Director of Marshall Street Initiatives; and team lead Dr. Donna Elder.

After discussion, it was moved, seconded (Martinez/Hillis: no recusals, abstained by Forbes, Frelly, Moore, Morrison, Riggs, Czajkowski) and carried by a 5-1 roll call vote to grant removal of all stipulations and change of status of Summit Public Schools from Accreditation with Major Stipulations to **Accreditation**.

Item 16 - Report of the Accreditation Team to Milpitas Unified School District

Consultant Roxann Purdue introduced this item. She was joined by institutional representatives Kim Nguyen, Program Coordinator; Raquel Kusunoki, Director; and team lead Julia Dewees.

After discussion, it was moved, seconded (Forbes/Czajkowski) and carried by roll call vote to grant the status of **Accreditation with Major Stipulations** to Milpitas Unified School District.

The stipulations that were placed on the institution include that within one year, the institution must submit written documentation to the Commission addressing the following:

- 1) The institution demonstrate that it actively involves faculty, instructional personal, and relevant stakeholders in the organization, coordination, and decision making for the Teacher Induction program.
- 2) The education unit demonstrate that it monitors and communicates a defensible credential recommendation process that ensures that candidates recommended for a credential have met all requirements including commission-adopted expectation of documenting evidence of growth toward mastery of the California Standards for the Teaching Profession.
- 3) The program provide evidence that progress in meeting competency and performance expectations is consistently used to guide advisement and candidate support efforts, with a clearly defined process to identify and support candidates who need assistance to meet competencies.
- 4) The program provides evidence of the implementation of a comprehensive, continuous improvement process in which both the unit and its program regularly assess their effectiveness and make appropriate modifications based on findings.
- 5) The program provides evidence documenting the process through which it ensures that all candidates know and demonstrate the knowledge and skills required by the standards prior to recommendation for a credential, and that the unit and induction program demonstrate that they have a positive impact on teaching and learning in California's schools.

In addition, the institution must submit quarterly written reports to the COA documenting all progress made towards meeting the goals set forth in the stipulations noted above and Milpitas Unified School District is not be permitted to propose new credential programs for approval by the Committee on Accreditation.

Item 17 - Report of the Accreditation Team to Modesto City Schools

Consultant Bob Loux introduced this item. He was joined by institutional representatives Kelley Blanc, Induction Coordinator and team lead Kimberly Lillienthal.

After discussion, it was moved, seconded (Czajkowski/Frelly: recusal by Gerard Morrison) and carried by roll call vote to grant the status of **Accreditation** to Modesto City Schools.

Item 18 - Report of the Accreditation Team to Conejo Valley Unified School District

Consultant Miranda Gutierrez introduced this item. She was joined by institutional representatives Kenny Loo, Director, Middle School Education and Professional Learning; Deborah Kolodney, New Teacher Induction Mentor; Gina Mandell, New Teacher Induction Mentor and team lead Melissa Beattie.

After discussion, it was moved, seconded (Forbes/Martinez: recusal by Hillis) and carried by roll call vote to grant the status of **Accreditation with Stipulations** to Conejo Valley Unified School District.

The stipulations are as follows:

- 1) Beginning in the fall of 2020-2021 the program must provide evidence of the following for all candidates:
 - a. That the program eliminates all required professional development.
 - b. That the program eliminates extraneous documentation that does not directly reflect the individual needs of the candidate and the candidate's growth throughout the ILP process.
 - c. That the program ensures that candidates' ILP goals and tasks are driven by the candidates' individual needs and professional interests.
- 2) That within one year of this action, the institution hosts a revisit with the team lead and Commission consultant to interview candidates to ensure the modifications have been made. Consistent with the Commissions cost recovery policies, the institution will assume the costs for the revisit.

Item 19 - Report of the Accreditation Team to University of La Verne

Consultant Teri Clark introduced this item. She was joined by institutional representative Dr. Beverly White Smith and team lead Dr. Edmundo Litton.

After discussion, it was moved, seconded (Alvarado/Frelly: no recusals) and carried by roll call vote to grant the status of **Accreditation with Major Stipulations** to University of La Verne.

The stipulations included that within one year, the University of La Verne host a re-visit, possibly through technology, with the team lead and Commission consultant to collect evidence of actions taken to address the following:

1. That all Commission-approved educator preparation programs are trained in supervision, oriented to the supervisory role, evaluated and recognized in a systematic manner.
2. That all Commission-approved programs effectively evaluate fieldwork and clinical practice.
3. That the institution provide evidence:
 - a. that the education unit implements a comprehensive continuous improvement process at both the unit level and within each of its programs that identifies program and unit effectiveness and makes appropriate modifications based on findings.
 - b. that the education unit collects data from its programs regularly to assess the effectiveness in relation to the course of study offered, fieldwork and clinical practice, and support services for candidates across all Commission-approved programs.

- c. that both the unit and its programs regularly and systematically collect, analyze, and use candidate and program completer data as well as data reflecting the effectiveness of unit operations to improve programs and their services.
4. That the institution schedule and ensure that Education Specialist Early Childhood Special Education Added Authorization candidates and completers participate in technology enabled interviews within 45 calendar days of the Committee on Accreditation's action to allow team members to assess the effectiveness of the implementation of the program and report back to Committee on Accreditation at the next regularly scheduled meeting.
5. That the institution schedule and ensure that Preliminary Administrative Services candidates and completers participate in technology enabled interviews within 45 calendar days of the Committee on Accreditation's action to allow team members to assess the effectiveness of the implementation of the program and report back to Committee on Accreditation at the next regularly scheduled meeting.

In addition, the University of La Verne is not be permitted to propose new credential programs for approval by the Committee on Accreditation.

Item 20 - Report of the Accreditation Team to The Master's University

Consultant Jake Shuler introduced this item. He was joined by institutional representative Jordan Morton, Dean of School of Education and team lead Rebekah Harris.

After discussion, it was moved, seconded (Frelly/Forbes: recusal by Hillis) and carried by roll call vote to grant the status of **Accreditation with a 7th Year report** to The Master's University. The 7th year report would address all standards less than fully met.

Item 21 - Report of the Accreditation Team to St. Mary's College of California

Consultant Hart Boyd introduced this item. He was joined by institutional representative Dr. Carol Gittens, Dean and team lead Judy Sylva.

After discussion, it was moved, seconded (Czajkowski/Riggs: no recusals) and carried by roll call vote grant the status of **Accreditation** to St. Mary's College of California.

Item 22 - Discussion of Proposed Changes in Language for Initial Program Review

Preconditions

This is an information item. Director Teri Clark, Consultant Miranda Gutierrez and Assistant Consultant Poonam Bedi presented this item. Committee member provided feedback to staff on the draft proposed changes in language for the Initial Program Review Preconditions.

PUBLIC COMMENT

There were no comments from the public.

ADJORNMENT

Co-Chair Anna Moore adjourned the meeting at 2:39 p.m. The next meeting of the COA is scheduled for May 7-8, 2020.