

Discussion of COA Meeting Dates for 2021

June 2020

Overview of this Report

This agenda item proposes possible COA meeting dates for the 2021 calendar year.

Staff Recommendation

That the COA take action to adopt a meeting schedule for the 2021 calendar year.

Background

Staff has prepared a proposed schedule of COA meeting dates for the 2021 calendar year with a few options to discuss. In the past, members of the COA agreed that the preferred days to meet are Thursday and Friday. At this time, the proposed calendar would continue this approach into 2021, whenever possible. Site visits for the Red cohort will begin in the fall of 2020. At this time, staff proposes all meetings for 2021 be two day meetings, with the exception of August 2021 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 list the dates for the Commission schedule and the Committee of Credentials.

Commission on Teacher Credentialing	Committee of Credentials
February 11-12, 2021 (Thursday-Friday)	January 20-22, 2021
April 15-16, 2021 (Thursday-Friday)	February 17-19, 2021
June 17-18, 2021 (Thursday-Friday)	March 17-19, 2021
August 5-6, 2021 (Thursday-Friday)	April 21-23, 2021
October 7-8, 2021 (Thursday-Friday)	May 19-21, 2021
December 9-10, 2021 (Thursday-Friday)	June 23-25, 2021
	July 21-23, 2021
	August 18-20, 2021
	September 22-24, 2021
	October 20-22, 2021
	November 17-19, 2021
	December 15-17, 2021

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 dates have been selected to avoid conflicts with the following annual educational conferences. Some of those below are estimated times based on previous years. Staff was unable to confirm many of the conference dates given the current situation with COVID-19.

Conference	2020-21
California Council of Teacher Education (CCTE) (3 rd week of Oct)	October 22-24, 2020 March 18-19, 2021 (estimate)
American Educational Research Association (AERA)	April 9-12, 2021
Council for the Accreditation of Educator Preparation (CAEP)	September 29 - October 3, 2020
National Association of State Directors of Teacher Education and Certification (NASDTEC)	June 13-16, 2021
International Council of Professors of Educational Leadership [formerly the National Council of Professors of Educational Administration (NCPEA)]	Information Not Available
California Association of Professors of Education Administration (CAPEA)	October 23-24, 2020
Credential Counselors and Analysts of California (CCAC)	November 3-5 2021
California Induction Conference	December 1-4, 2021
American Association of Colleges for Teacher Education (AACTE)	February 26-28, 2021

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 as possible before the COA for action 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 2020 and the *proposed* meeting date options for 2021.

Proposed 2021 Meeting Dates

Meeting Month	Dates NOT available in that month	Proposed COA Meeting Dates	Day of the Week
August 2020		August 3, 2020 <i>Adopted: June 27, 2019</i>	Monday teleconference
October 2020		October 29-30, 2020 <i>Adopted: June 27, 2019</i>	Thursday / Friday
February 2021	February 11-12, 2021 (Commission) February 17-19, 2021 (COC) February 26-28, 2021 (AACTE)	January 28-29, 2021 February 4-5, 2021	Thursdays / Fridays
March / April 2021	March 17-19, 2021 (COC) March 2021 (CCTE/likely 18-19) April 21-23, 2021 (COC) April 15-16, 2021 (Commission) April 9-12, 2021 (AERA) April 15-16, 2021 (many schools on break) April 22-23, 2021 (many schools on break)	March 4-5, 2021 March 11-12, 2021 March 25-26, 2021 April 1-2, 2021 April 29-30, 2021	Thursdays / Fridays
May 2021	May 19-21, 2021 (COC) May 31, 2021 (Memorial Day weekend)	May 6-7, 2021 May 20-21, 2021	Thursdays / Fridays
June 2021	June 13-16, 2021 (NASDTEC) June 17-18, 2021 (Commission) June 23-25, 2021 (COC)	June 3-4, 2021 June 10-11, 2021 June 21-22, 2021 (Mon/Tue)	Thursdays / Fridays
August 2021	August 2021 (NCPEA/TBD week 1) August 5-6, 2021 (Commission) August 18-20, 2021 (COC)	August 10, 2021 (Tuesday) August 16, 2021 (Monday) August 17, 2021 (Tuesday)	possible teleconference
October / November 2021	September-October 2021 (CAEP/TBD week 1 September) October 7-8, 2021 (Commission) October 20-22, 2021 (COC) November 3-5, 2021 (CCAC) November 11, 2021 (Veterans' Day) November 17-19, 2021 (COC) November 25-26, 2021 (Thanksgiving)	October 14-15, 2021 October 28-29, 2021	Thursdays / Fridays

**Staff preference.*

Staff proposes that the COA discuss the proposed dates and take action to establish a 2021 COA meeting schedule.