

Discussion of the First Quarterly Report from Sacramento City Unified School District May 2022

Overview of this Report

This report provides information on Sacramento City Unified School District's actions to address stipulations from their October 2021 accreditation site visit report. Sacramento City USD is a local education agency that sponsors a Teacher Induction Program. The information in this report includes the district's progress to date and next steps. Sacramento City USD's first quarterly report can be found on the [Quarterly Reports webpage](#) of their accreditation website.

Staff Recommendation

Staff recommends that the Committee on Accreditation (COA) to accept this report from Sacramento City USD. Staff will continue to work with the institution to provide technical assistance and review the remainder of the quarterly reports as the program continues to address the stipulations placed upon it by the COA.

Background

An accreditation site visit for Sacramento City USD took place on October 25-27, 2021. The link to the accreditation report can be accessed here: [Sacramento City USD October 2021 Accreditation Site Visit Report](#). Upon hearing the site visit report at their February 2022 meeting, the Committee on Accreditation (COA) took action to grant **Accreditation with Major Stipulations** for Sacramento City USD. The nine stipulations that resulted from the accreditation site visit report and February 2022 COA meeting are listed below:

That within one year of COA action, Sacramento City USD will provide evidence documenting the following:

- 1) That the unit actively involves faculty, instructional personnel, and relevant stakeholders in the organization, coordination, and decision making for the teacher induction program.
- 2) That the unit provides sufficient resources to allow for the effective operation of the teacher induction program, including, but not limited to, coordination, admission, advisement, and professional development.
- 3) The establishment of a systematic process in which the unit uniformly identifies and supports new hires and newly qualified teachers' awareness of eligibility for the teacher induction program.
- 4) That the induction program has a system by which the program assesses candidate competency and progress toward mastery of the California Standards for the Teaching Profession, with feedback on progress given to the candidate.
- 5) That the program regularly assesses the services of the mentors to candidates and retain only qualified persons to provide support to candidates.
- 6) That the institution implements a comprehensive continuous improvement process in which both the unit and the induction program regularly assess their effectiveness and

make appropriate modifications based on findings. This process must include the systematic collection, analysis, and use of candidate and program completer data as well as data reflecting the effectiveness of unit operations.

- 7) That the continuous improvement process includes multiple sources of data including 1) the extent to which candidates are prepared to enter professional practice and 2) feedback from key stakeholders such as employers and community partners about the quality of the preparation.
- 8) That the program evaluates and demonstrates that it is having a positive impact on candidate learning and competence.
- 9) That the institution provides quarterly progress reports on actions it is taking to address the stipulations, including updates on the issues identified by the team related to Teacher Induction Preconditions 2 and 5.

First Quarterly Report Overview

Following the February 2022 COA meeting, staff met with Sacramento City USD (SCUSD) to discuss the stipulations. The information on the subsequent pages of this report summarizes the actions taken thus far by SCUSD to address the stipulations.

Next Steps

The second quarterly report is scheduled to be presented to the COA at its August 2022 meeting.

Summary of SCUSD's First Quarterly Report: Actions to Address Stipulations since February 2022

Stipulation #1:

Provide evidence documenting that the unit actively involves faculty, instructional personnel, and relevant stakeholders in the organization, coordination, and decision making for the teacher induction program.

Summary of SCUSD's Plans and Actions:

- The Advisory Committee meets twice a year – once in February and once in June. Given staffing shortages related to the pandemic, the February meeting was rescheduled for the evening of April 20th.
 - [April 20th, 2022, SCUSD Advisory Committee Meeting Agenda](#)
 - [April 20th, 2022, SCUSD Advisory Committee Meeting Minutes](#)
 - [April 20th, 2022, SCUSD Advisory Committee Meeting PowerPoint](#)
- **Next Steps:** The establishment of a consistent Advisory Committee with a message to involved constituents regarding the “critical nature of this process and their input.”

Stipulation #2:

Provide evidence documenting that the unit provides sufficient resources to allow for the effective operation of the teacher induction program, including, but not limited to, coordination, admission, advisement, and professional development.

Summary of SCUSD's Plans and Actions:

- A process to onboard new hires in the district is being developed in collaboration with a credential auditor and a Human Resources analyst. Testing for this new process within Informed K12 began in March. Informed K12 is a system used by school districts to automate workflow and business processes.
- **Next Steps:** There are plans to hire a new director using funds from the Educator Effectiveness Grant. There are also plans to provide professional development for mentors in the district.

Stipulation #3:

Provide evidence documenting the establishment of a systematic process in which the unit uniformly identifies and supports new hires and newly qualified teachers' awareness of eligibility for the teacher induction program.

Summary of SCUSD's Plans and Actions:

- Please see first summary under Stipulation #2 above.
- **Next Steps:** The expected outcome is that, when a new teacher is entered into the Informed K12 system, Induction personnel will be notified via email. Eligible participants for Induction will then be emailed by Induction personnel to enroll in the program “at the start

of the next eligible quarter.” The possibility of using this system for tracking enrollment and mentor assignments is being explored. The plan to continue to reflect on this process and collaborate with Human Resources was noted.

Stipulation #4:

Provide evidence documenting that the induction program has a system by which the program assesses candidate competency and progress toward mastery of the California Standards for the Teaching Profession, with feedback on progress given to the candidate.

Summary of SCUSD’s Plans and Actions with corresponding Evidence:

- Candidates will need to link evidence and documentation to show work towards meeting ILP goals in their [Assignment Record](#).
- Assignment Records are reviewed by the “End of Cycle Review Team” to provide feedback to candidates and mentors regarding the level of completion of program activities.
- A link to the [CSTP Self-Assessment](#) was also provided.
- **Next Steps:** Candidates will link evidence in their CSTP Self-Assessment to show growth. Another planned action is the creation of a rubric to evaluate candidate competency and progress towards mastering the CSTP.

Stipulation #5:

Provide evidence documenting that the program regularly assesses the services of the mentors to candidates and retain only qualified persons to provide support to candidates.

Summary of SCUSD’s Plans and Actions with corresponding Evidence:

- Results from the candidate surveys will be shared at the April 20th Advisory Committee meeting:
 - [Candidate Quarter 1 Survey Results](#)
 - [Candidate Quarter 2 Survey Results](#)
 - [Mentor ILP Form](#)
 - [Site Administrator Form for Recommending Mentors](#)
- **Next Steps:** The Advisory Committee will also complete a survey at their next meeting scheduled for June 7th, 2022.

Stipulation #6:

Provide evidence documenting that the institution implements a comprehensive continuous improvement process in which both the unit and the induction program regularly assess their effectiveness and make appropriate modifications based on findings. This process must include the systematic collection, analysis, and use of candidate and program completion data as well as data reflecting the effectiveness of unit operations

Summary of SCUSD’s Plans and Actions with corresponding Evidence:

- Mentors were apprised of the accreditation site visit and provided recommendations/ suggestions for addressing standards found to be less than fully met.

- [Candidate Quarter 1 and Quarter 2 Survey Results](#)
- [Mentor Quarter 1 and Quarter 2 Survey Results](#)
- **Next Steps:** [Feedback provided by mentors](#) regarding the site visit team’s findings will be reviewed by Induction program leadership and shared with the Advisory Committee in order to determine what changes will occur to the program for the next academic year. End of year surveys for site administrators and completers were also noted as planned action.

Stipulation #7:

Provide evidence documenting that the continuous improvement process includes multiple sources of data including 1) the extent to which candidates are prepared to enter professional practice and 2) feedback from key stakeholders such as employers and community partners about the quality of the preparation.

Summary of SCUSD’s Plans and Actions with corresponding Evidence:

- Information/evidence provided to address this stipulation include the candidate surveys, mentor surveys, and Assignment Record linked under previous stipulations.
- **Next Steps:** Planned actions for this stipulation noted, again, the rubric for measuring candidate progress toward mastery of the CSTP and the end of year site administrator surveys.

Stipulation #8:

Provide evidence documenting that the program evaluates and demonstrates that it is having a positive impact on candidate learning and competence.

Summary of SCUSD’s Plans and Actions with corresponding Evidence:

- A link to the candidate survey data was provided in response to this stipulation.
- **Next Steps:** Planned actions for this stipulation noted a candidate satisfaction and impact survey, completer survey, and Commission completer survey data.

Stipulation #9:

Provide evidence documenting that the institution provides quarterly progress reports on actions it is taking to address the stipulations, including updates on the issues identified by the team related to Teacher Induction Preconditions 2 and 5.

Summary of SCUSD’s Plans and Actions with corresponding Evidence:

- SCUSD’s First Quarterly report will be presented at the May 2022 COA meeting.
- SCUSD’s Second Quarterly report will be presented at the August 2022 COA meeting.
- SCUSD’s Third Quarterly report will be presented at the October 2022 COA meeting.
- The final quarterly report will be presented to the COA in early 2023.
- Evidence provided in response to this stipulation includes the [Agenda Insert: Preconditions Response](#) provided at the February 2022 COA meeting and information about Informed K-12 noted under Stipulations #2 and #3 above.

- **Next Steps:** Planned actions for this stipulation noted the continuance of reflecting on processes and collaborating with Human Resources to provide timely support to new hires.