

Initial Program Approval for New Program Sponsors June 2022

Overview

This report consists of a recommendation for the Initial Program Approval of an education preparation program which will be sponsored by Los Altos School District (Los Altos SD). Los Altos SD is a local education agency currently in the Initial Institutional Approval (IIA) process. At the Commission's [April 2022 meeting](#), Los Altos SD was granted Provisional Approval as a new program sponsor in California ([see Agenda Item 3B](#)).

As part of Stage IV of the IIA process, Los Altos SD now seeks Initial Program Approval from the Committee on Accreditation (COA) to offer a Teacher Induction program.

Staff Recommendation

Staff recommends that after discussion with the program sponsor, review of the Board of Institutional Review (BIR) team members' feedback, and review of the Stage IV documentation, the COA grant Initial Program Approval to Los Altos SD proposed Teacher Induction program. Should the COA approve the program, the program may begin operating, and in accordance with Commission action to grant the institution Provisional Approval at the conclusion of IIA Stage III, a provisional site visit will be scheduled in three years.

Background

The Commission requires that an institution seeking to offer new educator preparation program(s) must first be approved as a new program sponsor and must do so by completing the Commission's Initial Institutional Approval (IIA) process. At its December 2015 meeting, the Commission approved a new IIA process requiring the satisfactory completion of five stages as part of the Strengthening and Streamlining of the Accreditation system project. Updates to the IIA process were subsequently approved at the Commission's February 2017 meeting. A chart detailing the five stages of the IIA process is provided on the last page of this item.

Los Altos School District

Los Altos SD has completed the first three stages of the Initial Institutional Approval process as follows:

Stage	Date
Stage I: Prerequisites	December 2020 – Attended Accreditation 101
Stage II: Eligibility Requirements	September 2021 (Agenda Item 2B) – Granted Eligibility by the Commission
Stage III: Preconditions & Common Standards	April 2022 (Agenda Item 3B) – Granted Provisional Approval by the Commission

Los Altos SD responses to the Teacher Induction Program Standards were reviewed by a team of BIR members who collaborated on the feedback and found all standards to be aligned. On [Los Altos SD's Teacher Induction program IIA webpage](#), both the institution's Stage IV submission and the reviewers' Report of Findings are available.

Below is a summary of Los Altos SD's responses to the Teacher Induction Program Standards.

Institution Summary

The Los Altos School District Teacher Induction Program will provide personalized mentoring and support for new teachers to build on the knowledge and skills gained during preliminary preparation. The two-year, job embedded professional learning program will allow teachers with a Preliminary Multiple Subject, Single Subject, or Education Specialist Teaching Credential to earn a Clear Teaching Credential. Mentoring including goal setting with the California Standards for the Teaching Profession (CSTP), thoughtful cycles of inquiry, and just-in-time support paired with high quality professional development, will scaffold teachers in building the knowledge, skills, and dispositions necessary to become career-long students of teaching and learning. At mid-year and at the end of the year, candidates will be required to reflect in writing on the progress they have made toward their ILP goals, noting successes and next steps. Upon completion of all required milestones, candidates will be eligible for recommendation for a Clear Teaching Credential.

Five Stages of the Initial Institutional Approval Process

The Los Altos School District is seeking initial program approval as indicated in the Stage IV column of the chart below.

IIA Process	Stage I	Stage II	Stage III	Stage IV	Stage V
Action	Prerequisites	Eligibility Requirements	Preconditions & Common Standards	Program Standards	Provisional Site Visit
Purpose	Ensures legal eligibility of institution in California Ensures institution understands requirements of Commission's accreditation system	Ensures that institution has capacity to sponsor effective programs	Ensures institution meets all relevant preconditions Ensures institution meets all Common Standards	Ensures all proposed programs meet all relevant program standards	Program operates for 2-4 years and institution hosts a provisional site visit
Requirements	Institution must: 1. Have legal eligibility 2. Attend Accreditation 101 with institutional team	Submit responses to: • 12 Eligibility Criteria	Submit responses to: • Preconditions • Common Standards	Submit responses to: • Program Standards	Institution must: • Collect data • Host provisional site visit
Reviewed By	Staff	Staff	Preconditions: Staff Common Standards: BIR	BIR	Provisional Site Visit Team & COA
Authority	Staff	Commission	Commission	COA	Commission
Decision	Determine Eligibility for Stage II	Eligibility: 1. Grant 2. Deny	Provisional Approval: 1. Grant 2. Deny	Program(s): 1. Approve 2. Deny	1. Grant Full Approval 2. Grant Full Approval & Remand to COA to Address Stipulations 3. Continue Provisional Status for 1 Year to Address Stipulations 4. Deny Approval
IIA Status*	Not Approved	Not Approved	Provisional Approval**	Provisional Approval***	Full Approval

*At conclusion of stage

**Institutionally approved but cannot offer programs

***May begin offering approved programs