

Discussion of Proposed COA Meeting Dates for 2023 June 2022

Overview of this Report

This agenda item proposes possible COA meeting dates for the 2023 calendar year.

Staff Recommendation

That the COA take action to adopt a meeting schedule for the 2023 calendar year.

Background

Staff has prepared a proposed schedule of COA meeting dates for the 2023 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 2023, whenever possible. Site visits for the Indigo cohort will begin in the fall of 2022. Staff proposes all meetings for 2023 be two-day meetings, with the exception of August 2023 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. Generally, the Committee of Credentials meets the third week of the month and given that the Commission meeting room is used for both committees, they cannot meet at the same time.

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

Commission on Teacher Credentialing	Committee of Credentials
February 9-10, 2023 (Thursday-Friday)	January 18-20, 2023
April 20-21, 2023 (Thursday-Friday)	February 15-17, 2023
June 15-16, 2023 (Thursday-Friday)	March 15-17, 2023
August 24-25, 2023 (Thursday-Friday)	April 12-14, 2023
October 12-13, 2023 (Thursday-Friday)	May 17-19, 2023
December 7-8, 2023 (Thursday-Friday)	June 21-23, 2023
	July 19-21, 2023
	August 16-18, 2023
	September 13-15, 2023
	October 18-20, 2023
	November 15-17, 2023
	December 13-15, 2023

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	2022-23
California Council of Teacher Education (CCTE) (3 rd week of Oct)	October 20-22, 2022
American Educational Research Association (AERA)	April 13-16, 2023
California Induction Conference	February 15-17, 2023
American Association of Colleges for Teacher Education (AACTE)	February 24-26, 2023
Council for the Accreditation of Educator Preparation (CAEP)	TBD
National Association of State Directors of Teacher Education and Certification (NASDTEC)	June 11 - 13, 2023
International Council of Professors of Educational Leadership [formerly the National Council of Professors of Educational Administration (NCPEA)]	August 4-5, 2022
California Association of Professors of Education Administration (CAPEA)	Unknown for 2023
Credential Counselors and Analysts of California (CCAC)	November 1-4, 2023

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 2022 and the *proposed* meeting date options for 2023.

Staff notes that August meeting for 2022 is scheduled to be via videoconference, however, the COA may wish to reconsider whether it wishes to meet in person.

Proposed 2023 Meeting Dates

Meeting Month	Dates NOT available in that month	Proposed COA Meeting Dates	Day of the Week
August 2022	August 25-25, 2022 (Commission)	August 4, 2022 <i>Adopted: June 21, 2021</i>	Thursday teleconference
October 2022	October 27-28, 2022 (Commission)	October 27-28, 2022 <i>Adopted: June 21, 2021</i>	Thursday / Friday
January/Feb 2023	January 18-20, 2023 (COC) February 15-17, 2023 (COC) February 15-17, 2023 (Induction Conference) February 9-10, 2023 (Commission) February 24-26, 2023 (AACTE)	January 26-27, 2023* February 2-3, 2023	Thursdays / Fridays
March 2023	March 15-17, 2023 (COC) March 31, 2023 (Cesar Chavez Day)	March 2-3, 2023 March 9-10, 2023* March 23-24, 2023	Thursdays / Fridays
April /May 2023	April 12-14, 2023 (COC) April 13-14, 2023 (many schools on break) April 13-16, 2023 (AERA) April 20-21, 2023 (Commission) May 17-19, 2023 (COC) May 27-29, 2023 (Memorial Day weekend)	April 27-28, 2023 May 4-5, 2023* May 11-12, 2023 May 25-26, 2023	Thursdays / Fridays
June 2023	June 11 - 13, 2023 (NASDTEC) June 15-16, 2023 (Commission) June 21-23, 2023 (COC)	June 1-2, 2023 June 8-9, 2023* June 29-30, 2023	Thursdays / Fridays
August 2023	August 24-25, 2023 (Commission) August 16-18, 2023 (COC) September 13-15, 2023 (COC)	August 3, 2023 August 10, 2023* August 31, 2023	(Thursdays) possible teleconference

Meeting Month	Dates NOT available in that month	Proposed COA Meeting Dates	Day of the Week
October / November 2023	September-October 2023 (CAEP/TBD week 1 September) October 12-13, 2023 (Commission) October 18-20, 2023 (COC) October 2023 (CCTE/likely 19-21) November 1-4, 2023 (CCAC) November 10, 2023 (Veterans' Day) November 15-17, 2023 (COC) November 23-24, 2022 (Thanksgiving) December 7-8, 2023 (Commission) December 13-15, 2023 (COC)	September 28-29, 2023 October 5-6, 2023 October 26-27, 2023* November 7-8, 2023 (T/W)	Various

**Staff preference.*

Staff proposes that the COA discuss the proposed dates and take action to establish a 2023 COA meeting schedule.