



**California Commission on Teacher Credentialing  
Committee on Accreditation**

**Institution:** San José Unified School District Induction Program

**Dates of Visit:** January 23-25, 2023

**Accreditation Team Recommendation: Accreditation with Stipulations**

*Overall Recommendation*

The team completed a thorough review of San Jose Unified School District District’s Teacher Induction Program documents and conducted interviews with candidates, completers, mentors, site administrators, advisory board members, program personnel, and district leadership. Based on the findings from this review including the interviews, the team unanimously recommends a decision of **Accreditation with Stipulations**.

*The team recommends the following stipulations:*

Teacher Induction Precondition 1: *That evidence be provided within thirty days of the COA action that San José Unified School District establish a process to enroll candidates in the Teacher Induction Program beginning in the teacher’s first year serving on their Preliminary Teaching credential. This includes those from out-of-state and out-of-country who hold Preliminary Teaching credentials, require induction, and may have additional requirements, to Clear their credential.*

**San Jose Unified School District’s response to Precondition 1: February 2023**

SJUSD enrolls all candidates holding a CA preliminary teaching credential within 30 days of start date if they have renewal codes requiring Induction and one or two additional renewal codes. Previously HR would check over all newly hired teachers from out-of-state and out-of-country and see that some of these teachers had up to 11 renewal codes. To help support those teachers, HR would work with them to create a timeline of how to complete all the renewal codes including induction before their preliminary credential would expire. The teachers were kept on the waiting list for Induction until they had completed several of the renewal codes. Moving forward, SJUSD will enroll all candidates holding a CA preliminary teaching credential within 30 days of start date regardless of how many renewal codes they have on their preliminary credential.

In working with HR, the process has been adjusted SJUSD will enroll all candidates holding a CA preliminary teaching credential within 30 days of start date, regardless of how many renewal codes they have on their preliminary credential. For candidates that are hired prior to issuance of CA preliminary teaching credential, for example out of state or out of country, SJUSD will enroll the

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candidate within 30 days of verification of document number. The candidate will be placed on a wait list until admitted to the program. This will be documented on the [Induction Roster](#).

There will be two open enrollment windows for Induction, one at the beginning of the year (by September 30) and one in the middle of the year (Dec-Jan). According to HR, most of our teachers are hired to start the school year in August and September and for the middle of the year to start in January. These enrollment windows will be to ensure that a credential matching mentor/coach can be provided for the candidate. Our two-year Induction program has four semesters within the two years so it would be a smoother transition for the candidate. In the past we have not always had enough mentors/coaches so we could not take all the eligible candidates into the program. SJUSD HR has posted open mentor/coach positions in hopes to hire more staff this coming year. We are especially looking to hire another Secondary Special Education mentor/coach. We had one up until June 2022 but did not find a replacement for the 2022-2023 school year.

When candidates are hired, they are told of the Induction program, as seen on the [Offer Letter \(#9\)](#). They are then emailed a [welcome letter](#) notifying them when to attend Orientation. At Orientation they will learn about the program and sign a [Participating Teacher Agreement](#) that states they will participate in the Induction Program. On that form there is also an option to decline for extenuating circumstances, which is then reviewed with the candidate and discussed thoroughly.

The additional requirements listed on their CA Preliminary credential will be incorporated within their Individual Learning Plan (ILP).

These changes will take effect for the 2023-2024 school year.

***Program Standard 4:*** *That within one year the institution submit evidence that the unit provides sufficient resources, and structures and processes to ensure appropriately matched mentors to serve all eligible candidates and provide evidence that the unit consistently ensures that mentor selection for candidates is consistent with program standard 4.*

**San Jose Unified School District's response to Program Standard 4:**

For over 10 years SJUSD has had the district and site coach model in Curriculum & Instruction department and BTSA was housed in HR. Previously when we had the BTSA program classroom teachers and sometimes coaches were used as mentors/coaches for the BTSA candidates. This system was not effective because of the time the mentor/coach or classroom teacher could give their candidate due to many other obligations they had.

The big change happened when the Induction Program was moved into the C&I department. At this time all the full-time release district and site coaches became the Induction mentors/coaches. C&I and Induction Coordinator would train the mentors/coaches in coaching practices, offer them Professional Development so that they would learn how to

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be able to coach and support a wide variety of teachers in a variety of grade levels and subject areas. Being that the C&I mentor/coaches were all full-time release they could get into the candidate's classrooms often and conduct coaching cycles. Coaching cycles are when a candidate and coach conduct multiple observation, debriefs and often model lessons in connection with the candidates ILP goal within a window of time. The candidates have always received access to subject specific support through their school department heads and subject alike teachers at their site or across the district.

For the past few years, we have attempted to hire more coaches as some left to pursue administration or go back into the classroom. Our Induction candidate numbers have been rising steadily over the last few years. Last year we lost our Special Education Secondary coach, so we had to adjust the support to utilize the special education program specialists. We matched these PS with credential alike candidates to offer more support for this year. We continue to seek a Special Education Secondary coach, district coaches as well as site coaches and have posted these positions for the next year.

The district has invested a lot of time and professional development into each one of its coaches. We can say without hesitation they are very strong in their instructional practice. To strengthen our system of support moving into the new 2023-2024 school year we have started to plan out a solution. We will credential match our secondary district and site mentor/coaches to Induction candidates creating subject alike groups. For example, our District Science coach will meet 1-2 times a month with all the Middle School Science candidates (*called Content Specific Support coach*). If they would like more subject specific support, that person will be available to them for support and/or a coaching cycle. We will also use our site mentor/coaches (*Induction coaches*) to support the Induction candidates at their school sites 3-4 times a month. The site coach will be there for coaching, just in time support and coaching cycles. Together this would ensure the candidate is credential matched with support and will meet their "average of one hour a week" coaching. All the support the candidate receives from their Induction coach and their Subject Specific Support Coach would be recorded on the Induction Coach log as well as shown on the candidate's ILP.