

Discussion of 6 Month Follow Up Report from SJUSD October 2023

Overview of this Report

This report provides the sixth month report submitted by San Jose Unified School District (SJUSD) on October 11, 2023 on the actions taken thus far to address the Teacher Induction Program stipulations. This report documents the progress SJUSD has made toward addressing stipulations.

Recommendation

It is staff's recommendation that the Committee on Accreditation accept this report from SJUSD with additional concerns and questions specified for the next report but take no further actions at this time as the program continues to address the stipulations placed upon it by the COA.

Background

A site visit was held for San Jose Unified School District in January 2023, and the report of that visit was presented to the COA at its March 2023 meeting. Following discussion and deliberation of the report and its recommendations, the COA determined that SJUSD be granted **Accreditation with Stipulations**. The full report is available [SJUSD Accreditation Report](#). The three stipulations placed on SJUSD were as follows:

1. 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.
2. 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.
3. That San José Unified School District provide a 6-month report to the COA on progress that has been made in addressing the above stipulation for Program Standard 4 as well as updated information on the implementation of the plan to address Precondition 1

At its [March 2023](#) meeting, the Committee on Accreditation (COA) directed SJUSD to provide the 6th month out report at the October 2023 meeting reporting on actions taken thus far to address all stipulations.

**San Jose Unified School District
Teacher Induction Program
Compliance Plan**

Stipulations

3/9/2023

Teacher Induction: Precondition 1

Implementation and Purpose

San Jose Unified presented its plan to address Stipulation 1 (Precondition 1) and it was discussed by the COA at its March 9, 2023 meeting. The COA acknowledged that the plan presented by the institution to address this precondition was satisfactory and directed the institution to provide updated information on that plan in a 6-month report to the Commission.

Evidence of Enactment

[Response to Team Stipulations](#) - Original response March 9, 2023 COA meeting

6-month progress report

San José Unified School District establishes 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.

Implementation and Purpose

SJUSD enrolls Induction Candidates holding CA Preliminary credentials within 30 days of start date.

Waiting list:

The candidates that are hired prior to issuance of CA preliminary teaching credential, for example out of state, out of country, interns, STIP, or PIP, will be put on the waiting list. Upon verification of the candidates CA preliminary credential document number, SJUSD will enroll the candidate during one of the two open enrollment windows.

The candidates that are not enrolled into Induction yet and are on the waitlist will be offered support from their school site coach, until admitted to the program during one of the enrollment windows. This would also include late hires with CA preliminary credentials. This will be documented on the roster. (PTW tab)

There will be two open enrollment windows for Induction, one at the beginning of the year (by September 15) 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. Once the candidate is enrolled into the Induction program they will be paired with a mentor/coach. Our two-year Induction program has four semesters within the two years, so it is 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 posted open mentor/coach positions and was able to hire more staff this 2023-2024 school year. The district hired more teachers needing induction than it has in the past several years, so the number of eligible teachers currently is about 180.

Evidence of Enactment 6-month report October 2023

When candidates are hired, they are told of the Induction Program in the [New Hire](#) offer letter (see #9). ([New Hire 23-24](#))

Teachers that have a preliminary credential by September 15, 2023 were emailed a [Welcome to Induction letter](#). Letters were emailed in June, July, August, and September as the list of eligible teachers was growing.

At the Orientation, teachers learned about the Induction Program and were asked to sign the Participating Agreement at the end of the orientation that states they will participate in the program. On that form there is also an option to decline for extenuating circumstances, which is then reviewed with the candidate and discussed thoroughly.

[PT agreement](#) signed at Orientation

[Induction Teacher 23-24 Roster & Coach match](#)

Coming soon: These are blank copies for now.

[Induction Coach log](#)

[Coach log examples](#) (coming soon)

[Secondary Credential alike coaching attendance](#)

[Elementary Credential alike coaching attendance](#)

[Letters to credential alike coaches](#)

2022-2023 Number of coaches

17 Elementary

12 Secondary

2023-2024 Number of coaches

24 Elementary (we replaced those that left and added)

12 Secondary (we replaced one that left)

Stipulations

Program Standard 4:

6-month progress report

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.

Implementation and Purpose

In SJUSD, all the full-time release district and site coaches are also the Induction mentors/coaches. C&I staff, and Induction Coordinator train the mentors/coaches in best practices around coaching. They receive training monthly in this area. This training allows the coaches/mentors to support teachers in all grade levels, subject areas, and classroom needs. Because the C&I mentor/coaches are all full-time release they are able to get into the candidate's classrooms often and conduct coaching cycles. (Coaching cycles are when a candidate and coach conduct multiple observations, debriefs and often model lessons in connection with the candidate's ILP goal within a window of time.)

In SJUSD the department heads at each school site support the teachers in their department. This occurs through meetings that take place at their school site often at the time of a staff meeting. In these meetings the Induction teachers receive support and help as needed.

This year, through the induction program, we have matched each induction teacher with a coach and a credential alike coach (if their induction coach does not have the same credential). The credential alike coach will meet with the induction candidate a minimum of 1 hour per month. The focus of these conversations will be on the content area being taught.

Evidence of Enactment

[Response to Team Stipulations](#) that was discussed at the March 9, 2023 COA meeting.

[Induction Teacher 23-24 Roster & Coach match](#)

[Year 1 & Year 2 Induction Overview](#)