



# PROGRAM SPONSOR ALERT

Date:	February 28, 2018	Number: 18-01
Subject:	Implementation of the California Administrator Performance Assessment (CalAPA): Non-Consequential Administration with Full Implementation in the 2019-20 Academic Year	

## Summary

Pending signing of the 2018-19 California state budget, there will be non-consequential administrations of the California Administrator Performance Assessment (CalAPA) prior to consequential administration beginning with the 2019-20 year. The Commission will begin the regulatory process this year to confirm passage of a Commission-approved administrator performance assessment as a credential requirement beginning with the 2019-20 academic year. This Program Sponsor Alert provides implementation details regarding both the non-consequential and the consequential implementation of the CalAPA.

## Background

The CalAPA is currently being field tested and is expected to be ready for initial, statewide implementation in September 2018. The assessment currently consists of three cycles during which candidates perform specified administrative tasks and activities and analyze the outcomes of their efforts.

## Non-consequential Implementation

To provide institutions sufficient time to modify coursework and fieldwork assignments, as well as to orient faculty and staff to the new administrator performance assessment, implementation for individuals who enroll in a Commission approved Preliminary Administrative Services Credential preparation program (PASC) between June 1, 2018 - May 31, 2019, will be non-consequential if funding is provided in the 2018-19 state budget for this purpose. "Non-consequential" in this context means that candidates who enroll in a PASC preparation program prior to June 1, 2019 will receive a score on the CalAPA, but will not be held to meeting the CalAPA passing standard as a condition for earning a Preliminary Administrative Services Credential ***as long as the candidate has completed and submitted the CalAPA for scoring and is recommended for the preliminary credential or certificate of eligibility by December 31, 2020.***

### **Consequential Implementation**

Consequential, full implementation of the CalAPA will begin in the 2019-20 academic year for all candidates enrolling in a Commission-approved PASC preparation program on or after June 1, 2019. As of this date, candidates who enroll in a PASC program will be held to meeting the CalAPA passing standard as a condition for earning a Preliminary Administrative Services Credential.

### **CalAPA Candidate Fee**

During the non-consequential administration, candidates will not be charged an assessment fee to complete and submit the CalAPA for scoring. Starting June 1, 2019, candidates will be charged a total fee of \$425.00 for the assessment.

### **CalAPA Passing Standard**

A standard setting study for the CalAPA will be conducted based on the performance assessment data collected during the 2018-19 non-consequential implementation period. The Commission is expected to set the passing standard for the CalAPA at its regularly-scheduled August 2019 meeting. The passing standard adopted by the Commission will be subsequently applied to all CalAPA cycles submitted by Preliminary Administrative Services Credential candidates required to take and pass the CalAPA as of June 1, 2019.

### **Dates and Requirements for Non-Consequential Implementation**

Candidates who enroll in a Preliminary Administrative Services Credential preparation program between June 1, 2018 and May 31, 2019, will be required to complete and submit all three cycles of the CalAPA before being recommended for a Preliminary Administrative Services Credential. However, these candidates will not be required to meet the passing standard for the assessment to be recommended for the Preliminary Administrative Services Credential if all cycles are submitted by December 31, 2020. The non-consequential administration is contingent on approval of funding for this purpose in the 2018-19 signed California state budget.

The following requirements apply to candidates taking the CalAPA during non-consequential administration:

- Candidates must register for and submit at least one of the cycles by September 26, 2019.
- Candidates must complete and submit all three cycles no later than December 31, 2020.
- A candidate not meeting the above September 26, 2019, **and** December 31, 2020, deadlines must re-register and pay to complete the three cycles and must meet the passing standard for the CalAPA during consequential administration.

*Note: Candidates must be enrolled in a Commission-approved preliminary administrative services program to be eligible to register for and take the CalAPA.*

### **Dates and Requirements for Consequential Implementation**

The following requirements apply to candidates taking the CalAPA during consequential years.

- Candidates beginning a Commission-approved preliminary administrative services credential preparation program on or after June 1, 2019, must register and pay for the CalAPA and must meet the passing standard for the assessment as set by the Commission as one of the requirements for the recommendation for the Preliminary Administrative Services Credential.

*Note: Candidates must be enrolled in a Commission-approved preliminary administrative services program to be eligible to register for and take the CalAPA.*

The table below summarizes the dates and requirements for completing the CalAPA by the date of candidate enrollment in a preliminary administrative services credential preparation program.

Date Candidate <u>Enrolls</u> in Preliminary Administrative Services Credential Preparation Program	Eligible to Meet Non-consequential or Required Consequential CalAPA Implementation Requirements	
	Non-consequential	Consequential
<b>Prior to June 1, 2018</b>	No	No
<b>June 1, 2018 - May 31, 2019</b>		
<ul style="list-style-type: none"> <li>• Candidate submits at least one cycle by September 26, 2019 and submits all three cycles by December 31, 2020</li> </ul>	Yes	No
<ul style="list-style-type: none"> <li>• Candidate does not submit at least one cycle by September 26, 2019 and all three cycles by December 31, 2020</li> </ul>	No	Yes
<b>As of June 1, 2019</b>	No	Yes

### References

[California Performance Assessments for Teachers and Leaders](#)

[Administrative Services Credential Program Standards Handbook](#)

[CalAPA Design Standards](#)

### Contact Information

For preparation program information, contact [accreditation@ctc.ca.gov](mailto:accreditation@ctc.ca.gov).

For individual credential information, contact the Credentials Division at [credentials@ctc.ca.gov](mailto:credentials@ctc.ca.gov).

For programmatic questions about integrating CalAPA in your program, contact [CalAPA@ctc.ca.gov](mailto:CalAPA@ctc.ca.gov)

For information about administration and scoring of the CalAPA, visit [ctcpa.nesinc.com](http://ctcpa.nesinc.com).

For information about scoring the CalAPA, contact Evaluation Systems at [es-calapa-recruiter@pearson.com](mailto:es-calapa-recruiter@pearson.com).