

**Actions Taken to Address Stipulations from
San Jose Unified School District
March 2024**

Overview of this Report

This report provides information on the report submitted by San Jose Unified School District (SJUSD) addressing stipulations resulting from their Spring 2023 accreditation site visit. A copy of the Actions to Address Stipulations Report provided by San Jose Unified School District was submitted in March 2024. The Stipulations Report includes the institution’s response to actions taken with links to supporting evidence. A summary of SJUSD’s Stipulations Report can be found on subsequent pages of this report.

Staff Recommendation

Staff recommends that the Committee on Accreditation remove the two remaining stipulations and change San Jose Unified School District’s accreditation status from **Accreditation with Stipulations** to **Accreditation**

Background

San Jose Unified School District’s Accreditation Site Visit took place January 23-25, 2023. [San Jose Unified School District's Accreditation Site Report](#) was presented to the Committee on Accreditation (COA) at its March 2023 meeting. Upon hearing the site visit report, the COA took action to grant an accreditation status of **Accreditation with Stipulations** for SJUSD. The stipulations are listed below:

That within one year, the institution provides:

1) Teacher Induction Precondition 1

Evidence 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) Program Standard 4

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.

Additionally, the institution was required to provide a 6-month report which was discussed by the COA at its October 2023 meeting. A copy of the report is provided here: [6-month report presented to COA October 2023](#).

**Summary of San Jose Unified School District’s Stipulations Report:
Actions Taken to Address Stipulations since May 2022**

In response to Stipulation #1 and Stipulation #2, SJUSD’s Induction Program Coordinator provided a detailed description of the changes along with evidence of these revisions. These details on the program improvements made by SJUSD are available in the Stipulations Report.

Stipulation #1 was addressed by SJUSD now offering two open enrollment windows, one at the beginning of the year (by September 15) and one in the middle of the year (December 15). In addition, SJUSD now ensures that all out-of-state and out-of-country new teachers holding Preliminary teaching credentials with induction as a requirement be offered enrollment in the program upon hiring.

Stipulation #2 was addressed by SJUSD revising their mentor match process to ensure that candidates receive credential alike support. SJUSD continues to have their full-time release district mentors based at the district office and site mentors who may or may not have a credential alike match. For those candidates with district or site mentors whose credential does not match their mentor, they have now identified, and provided resources for, a secondary credential-alike mentor for up to four hours a month as well as ‘just in time’ support.

Recommended Action

Commission staff recommends removal of all stipulations and that accreditation status be changed from *Accreditation with Stipulations* to *Accreditation*.

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

[6-month report presented to COA October 2023](#)

Stipulations March 2023	Institution Response - Implementation and Purpose	Evidence of Enactment by Feb 2024
<p>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.</p>	<p>SJUSD enrolls all candidates that have a renewal code requiring induction and who hold a California preliminary teaching credential within 30 days of start date. Our Induction program is divided into four semesters over 2 years.</p> <p>For candidates that are hired prior to the issuance of California preliminary teaching credential, for example out of state, out of country, Emergency permit, STSP, PIP, or intern, SJUSD will enroll the candidate upon verification of preliminary credential document number within one of the two open enrollment windows. In the meantime, the candidate will be placed on the Teacher Waiting list and offered coaching from their site coach until admitted to the program during one of the open enrollment periods.</p> <p>For induction there are two open enrollment windows, one at the beginning of the year (by September 15) and one in the middle of the year (December 15). We have selected these dates because according to our Human Resources department, most teachers are hired at the start of the school year in August and September. We also see a need to offer another start date in December to catch teachers who need induction but did not start before the September 15th deadline.</p>	<p>When candidates are hired, they are informed of the Induction program, as seen in #9 on New Hire offer letter</p> <p>A follow up email including Welcome to Induction August Welcome to Induction Mid-Year to notify them when to attend Orientation. At Orientation they will learn the requirements of the program. The candidates will sign an Induction Teacher Agreement signed Induction Teacher Agreement 23-24 This is their commitment indicating they will participate in the Induction Program. The form also includes an option to decline due to extenuating circumstance. If they indicate they would like to decline participating in the induction program, it is reviewed with the candidate, so they understand exactly what they are declining.</p> <p>Induction Candidate/coach matches 2023-2024 See tab “PTW Jan 2024” column K “Reason on PTW” (PTW is Participating teacher on waiting list- teachers that will need induction once they have a preliminary credential)</p> <p>Induction System of Support</p>

Stipulations	Implementation and Purpose	Evidence of Enactment
<p>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.</p> <p>Program Standard 4: <i>Continued</i> 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</p>	<p>Following the site visit, the mentor matching process has been updated as described below.</p> <ul style="list-style-type: none"> • Full time released coaches have been assigned to each site in the district. • Full time released district coaches are based at the district office. • Site coaches are responsible for <ul style="list-style-type: none"> ○ Providing “just in time” support for candidates, in accordance with the ILP ○ Special Education support teachers support the special education in all aspects of their job, including their IEPs and caseload management. ○ Facilitation of candidate growth and development through modeling, guided reflection on practice, and feedback on classroom instruction ○ Connecting candidates with available resources to support their professional growth and accomplishment of the ILP ○ Periodically reviewing the ILP with candidates and making adjustments as needed • For all candidates who have a different credential type than their site mentor, they are provided credential alike support. <ul style="list-style-type: none"> ○ The support is provided by a teacher who has the same credential and up to <u>4 hours paid per month</u>. They do support the candidate for “just in time support”. ○ The focus of these conversations will be on the content area being taught. 	<p>Induction Candidate/Coach matches 2023-2024 Induction System of Support Letter to credential alike teacher</p> <p>Data from 2022-23: We had 145 teachers in induction.</p> <ul style="list-style-type: none"> • 27/145 were special ed and 100% of the 27 had extra support from another teacher in their credential area. • 39/145 had a credential different from their Induction coach and were not matched with a credential alike teacher. They received their support from department chairs. • Overall 106/145 73% induction teachers were credential matched <p>Data from 2023-24 show 100% credential matched at beginning of academic year and with the induction teachers that started in January for all credential areas.</p> <p>For the 2022-2023 school year for SJUSD’s 43 schools, the number of site and district coaches were as follows:</p> <ul style="list-style-type: none"> • Elementary 15 General Education and 2 district Education Specialists • Secondary 12 General Education and 0 district Education Specialists <p>The number of site and district coaches increased this year. For the 2023-2024 school year for SJUSD’s 43 schools, the number of site and district coaches is as follows:</p> <ul style="list-style-type: none"> • Elementary 24 General Education and 2 district

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<p>ensures that mentor selection for candidates is consistent with Program Standard 4.</p>		<p>Education Specialists</p> <ul style="list-style-type: none"> • Secondary 12 Gen Ed & 0 district Education Specialists <p>Induction Overview Completion Requirements 2023-24 – Year 1&2 Overview /</p> <p>Induction Overview Completion Requirements for Year 1 Candidates with January start – 2024 - Year 1 Overview Mid-Year \</p> <p>Feedback is asked of all teachers in induction, coaches, and credential alike coaches Letter to credential alike teacher</p> <p>Support is documented on the Coach log</p> <p>We administer Mid-year surveys to get feedback</p> <p>“4 hours paid per month” change came about in January 2024.</p> <p>We continue to search for mentor/coach positions and anticipate hiring a Special Education and a Bilingual mentor/coach in 2024-25 at the Secondary level. These coach positions are posted internally on Nimble.</p> <p>HR postings Secondary Instructional Coach Elementary Instructional Coach Special Education Instructional Coach Bilingual Instructional Coach</p>

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		<p>For the 2023-24 school year we posted for a Special Education Instructional Coach and Bilingual Instructional coach but were not able to find someone to fill the position. For 2024-25 school year we have posted for a Special Education coach. They will work with the special education Induction candidates.</p> <p>If we are unable to fill the position, we will work closely with the special education department to ensure that we have a special education teacher matched and working with a special education candidate up to 4 hours a month.</p> <p>This is the plan we put into place for the 2023-24 school year. We will continue this kind of support if we cannot get a Special Education coach.</p>