



## Commission on Teacher Credentialing

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Office of the Executive Director

February 6, 2023

Dr. Brian McDonald, Superintendent  
Pasadena Unified School District  
351 South Hudson Avenue  
Pasadena, CA 91109

Dear Superintendent McDonald:

I am writing to inform you that on January 26, 2023, the Committee on Accreditation, on behalf of the Commission on Teacher Credentialing, assigned the status of *Accreditation with Major Stipulations* to Pasadena Unified School District and its credential program. On the basis of this decision, the institution is authorized to offer the following program:

### Teacher Induction

The following stipulations were placed on the institution:

1. Teacher Induction Precondition 4: That evidence is provided that Pasadena Unified School District immediately establish, implement and enact a plan to develop goals for each participating teacher within the context of the Individual Learning Plan (ILP) within the first 60 days of the teacher's enrollment in the program.

Within one year the institution take action on the following:

2. That the institution develop and implement a comprehensive continuous improvement process in which both the unit and the teacher induction program regularly assess their effectiveness and make appropriate modifications based on findings. This process must include the systematic collection, analysis, and use of candidate and program completion data as well as data reflecting the effectiveness of unit operation and include multiple sources of data including 1) the extent to which candidates are prepared to enter and are retained in the professional practice and 2) feedback from key stakeholders such as employers and community partners about the quality of the preparation.
3. That the unit actively involves faculty, instructional personnel, and relevant stakeholders in the organization, coordination, and decision making for the teacher induction program.
4. That the institution provide evidence that it ensures that faculty and instructional personnel regularly and systematically collaborate with colleagues in P-12 settings, college and university units and members of the broader educational community to improve educator preparation.

5. That the unit provides sufficient resources to allow for the effective operation of the teacher induction program, including, but not limited to, coordination, admission, advisement, monitoring and professional development.
6. That the program evaluates and demonstrates how it is having a positive impact on candidate learning and competence.
7. That the program demonstrate how it is meeting the requirements of Program Standard 3 Designing and Implementing Individual Learning Plans within the Mentoring System. This includes that the program demonstrates how the Individualized Learning Plan (ILP) addresses the California Standards for the Teaching Profession and provides the road map for candidates' Induction work during their time in the program along with guidance for the mentor in providing support.
8. That the program has a system based in the Individual Learning Plan by which the program assesses candidate competency and progress toward mastery of the California Standards for the Teaching Profession, with guidance and feedback from program staff on progress given to the candidate.
9. That the program demonstrates that it is meeting all the responsibilities of assuring quality of service including, that the program assesses the quality of mentor services provided to candidates and provides formative feedback to mentors, that site-based supervisors are trained in supervision, oriented to the supervisory role, evaluated, and recognized in a systematic manner and that the program regularly assesses the services of the mentors to candidates and retain only qualified persons to provide support to candidates.
10. The program demonstrate that mentors receive training and support in the program's design, the ILP purpose and within the requirements of Program Standard 3.

Additionally,

11. That Pasadena Unified School District not be permitted to propose new educator preparation programs for approval by the Committee on Accreditation until the stipulations have been lifted.
12. That Pasadena Unified School district provide quarterly written documentation to the Commission documenting steps taken to address to address the stipulations noted above.
13. That within one year Pasadena Unified School District host a revisit to confirm all stipulations have been addressed. Please note that per California regulations, the institution is responsible for cost recovery fees for the revisit.

In addition,

- Pasadena Unified School District continue in its assigned cohort on the schedule of accreditation activities, subject to the continuation of the present schedule of accreditation activities by the Commission on Teacher Credentialing.

Should you or your staff have any questions relating to this action, you may address them to Cheryl Hickey, Administrator of Accreditation, at [chickey@ctc.ca.gov](mailto:chickey@ctc.ca.gov).

Sincerely,

A handwritten signature in cursive script that reads "Mary Vixie Sandy".

Mary Vixie Sandy, Ed. D.  
Executive Director

cc: Sarah Rudchenko. Director of Human Resources

MVS/CH/mb