

Discussion of the Mid-Year Report for Monterey County Office of Education

February 2025

Overview of this Report

This agenda item provides information on the Mid Year report submitted by Monterey County Office of Education addressing stipulations resulting from their October 2024 revisit. Following its decision, the Committee on Accreditation directed the Monterey County Office of Education to provide an update to Commission staff at mid-year and end of the year addressing progress made towards the remaining eight stipulations from the revisit held in October of 2024.

Staff Recommendation

Commission staff recommends that the Committee on Accreditation (COA) review and accept the evidence submitted in the mid-year report as sufficient progress towards meeting the stipulations as outlined in the [revisit report](#) of October 2024. In addition, staff recommends the removal of the following stipulations based upon the institution's submission of sufficient evidence: 5a, 8n, 8o, 8x, 9e, and 9f.

Background

A site visit was held virtually for the Monterey County Office of Education on October 10 -12, 2023, and the accreditation report of that visit was presented to the COA at its [October 2023 meeting](#). Following discussion and deliberation of the report, the recommendations of the site visit team, the COA determined that the institution be granted **Accreditation with Probationary Stipulations**. A revisit was held in person at the Monterey County Office of Education, October 7-9, 2024, and the accreditation report of that visit was presented to the COA at its [October 2024 meeting](#). As a result of the revisit, the COA determined that the institution be granted the status of **Accreditation with Major Stipulations** and that the institution submit a mid-year and end of year report addressing the progress towards meeting the remaining stipulations. The stipulations that remained from the revisit are listed below.

- 1) Within one year, the institution will provide evidence that:
 - a. Site-based supervisors are trained in supervision, oriented to the supervisory role, evaluated and recognized in a systematic manner. (CS 3)
 - b. Demonstrates that programs are effectively evaluating field work and clinical practice. (CS3)
- 2) Within one year, the institution provide evidence that it:
 - a. Assesses the effectiveness of the programs related to fieldwork and clinical practice and support services for candidates based upon regular and systematic data collection and analysis. (CS4)
- 3) Within one year, for the Clear Administrative Services Credential Program, the institution provide evidence that it
 - a. is regularly assessing the quality of services provided by coaches to candidates using criteria identified in the standard.

- b. induction program leaders provide formative feedback to coaches.
 - c. Uses a benchmark assessment conducted by the program midway through the program that evaluates the candidate's progress towards demonstration of competencies.
- 4) Within one year, for the Teacher Induction program, the institution provide evidence that
 - a. the program is assessing candidate progress towards mastery of the CSTP.
 - b. the program is providing formative feedback to mentors on their work as individuals.
- 5) Until all stipulations have been removed, Monterey County Office of Education is not permitted to propose new credential programs for approval by the Committee on Accreditation.

Mid-Year Report Submission

The Monterey County Office of Education has prepared a [Mid-Year Revisit Report](#) with narrative and links to evidence. In addition, staff was provided with samples of candidate work from the Teacher Induction program and the Clear Administrative Services Credential program to verify that benchmark assessments were conducted to assess candidate competencies and to document feedback to mentors and coaches on their work.

The evidence reviewed by staff was confidential in nature since it identified both candidates and mentors by name and school location. The sample included teacher induction candidates who were on an early completion track. The information below is a summary of evidence provided to staff organized by stipulation. The report provided as a link included in this item above includes the blank documents that are used with candidates, mentors and coaches. They represent a comprehensive system that captures the work of the candidate and mentor/coach which is centered around the ILP/IIP. Feedback to mentors and coaches is provided within the context of Individual Learning Plans (ILPs) for teacher candidates and Individual Induction Plans (IIPs) for administrative candidates, ensuring its relevancy and applicability.

Stipulations

5a. Site-based supervisors are trained in supervision, oriented to the supervisory role, evaluated and recognized in a systematic manner. (CS 3)

The evidence provided to the consultant via a representative sample of candidates and their mentors for each program offered verifies that the institution is now aligned to the standard. Evidence included attendance sheets, agendas, and reflection sheets for the trainings held. In addition, a coach/mentor of the month is highlighted in the monthly newsletter recognizing the service provided. Finally, the IIPs and ILPs demonstrate a rich interactive experience that allows the candidate to document their goals while capturing the work of the mentor/coach. The support hours and support are captured within the context of a system that includes the ILP/IIP and mentor/coach goal setting. The program provides feedback to the candidates and their mentor/coach at each submission point.

Recommendation: Removal of Stipulation 5a

5b. Demonstrates that programs are effectively evaluating field work and clinical practice. (CS3)

The program has submitted documentation to show that the tools it is using are aligned to the respective programs' performance expectations. In addition, each candidate has received at least one round of feedback under this revised process. The Growth Over Time document captures the candidate's growth against the professional standards. Once the candidates have completed their year, a clear snapshot will be provided of the evaluation of fieldwork and clinical practice.

Recommendation: Maintain stipulation 5b

6b. It assesses the effectiveness of the programs related to fieldwork and clinical practice and support services for candidates based upon regular and systematic data collection and analysis. (CS4)

The program is actively collecting data throughout the year. An external evaluator provided the institution with a mid-year evaluation. In addition, there are various surveys the institution deploys seeking feedback about the services it provides. This process is on-going and the results of the external evaluation will be shared with the Educator Preparedness Advisory Committee. Allowing the institution the full year to continue the data collection and review process would be beneficial.

Recommendation: Maintain stipulation 6b

8n. The program regularly assessing the quality of services provided by coaches to candidates using criteria identified in the standard.

Coaches set goals for themselves related to their coaching practice at the beginning of the year and revisit them throughout the year. The program provides feedback to the coach about the evidence the coach has collected to satisfy goals. In addition, feedback is provided to coaches through the coaching logs and formally provided by the program at the mid-year checkpoint. Confidential candidate files verified that coaches received feedback on the coach log and on the coach goal setting form. In addition, the program progress monitors with a checklist that is completed three times throughout the year. This form is completed by the coach and candidate then signed off by the program director. It identifies the program components that need to be completed by each phase. The files reviewed showed candidate and mentor assessment at two checkpoints, the first in October and the second in January. The third and final will be conducted by June. The process established by Monterey COE is being implemented with fidelity.

Recommendation: Remove stipulation 8n

8o. Induction program leaders provide formative feedback to coaches.

Within the context of the system used by Monterey COE, coaches complete coaching goals, coaching logs, and log their contact hours. Feedback is provided to the coaches specifically related to their goals and their coaching logs. Both the coaching logs and the goals for coaches

are grounded in their work with candidates. The feedback to coaches is centered around their coaching practice which is captured in the coaching logs. Confidential files were shared with Commission staff that substantiated the occurrence of constructive feedback to coaches about their practice. The evidence included written feedback on the coaching logs, the coach's goal sheets, and verification of one-on-one meetings held with coaches. In addition, evidence was provided to show the regularly scheduled coaches meetings and the attendance at those meetings.

Recommendation: Remove Stipulation 8o.

8x. Use of a benchmark assessment conducted by the program midway through the program that evaluates the candidate's progress towards demonstration of competencies.

The program uses the Growth Over Time form as its benchmark assessment. Confidential files were shared with Commission staff that demonstrated that there is a collective assessment conducted on the candidate's progress towards demonstration of competence. The coach, candidate, and program director all provide and/or substantiate evidence provided to support the candidate's level of competence. Evidence was provided to show that all candidates participated in a mid-year meeting with the program director to review their progress.

Recommendation: Remove stipulation 8x

9e. The program assesses the candidate's progress towards mastery of the CSTP.

Confidential files were submitted to the Commission staff that evidenced the Growth Over Time (GOT) forms which captured the candidate's progress towards mastery on the CSTP. Candidates with the assistance of their mentor collect evidence to substantiate their placement on the GOT form which is based upon the California Standards for the Teaching Profession. (CSTP). This is completed three times each year. The program monitors and reviews each candidate's progress on the CSTP which allows the program to provide targeted assistance. There are a total of three formal data collection points per year. Two have been completed for this year which demonstrates a commitment to the systematic nature of the assessment system in place.

Recommendation: Remove stipulation 9e

9f. The program provides formative feedback to mentors on their work as individuals.

The program submitted confidential files with Commission staff to verify that individual feedback is provided to mentors on their work with their candidates. In addition to the goal setting that mentors do each year, there are also coaching logs that they submit that capture the topics or content that the coach and candidate were covering during their time together. A reflection opportunity is provided in addition to a plan for next steps so that the mentor continues to grow.

Recommendation: Remove stipulation 9f

Next Steps

An end of year report will be submitted at the August 2025 COA meeting capturing all the evidence that Monterey County Office of Education has gathered to address the remaining stipulations from the 2024 revisit.

Staff recommends that the COA accept the mid-year report as sufficient progress, remove the stipulations where sufficient evidence has been provided and allow the Monterey COE to continue to collect evidence that it is addressing the stipulations to ensure alignment to common and program standards.