Commission on Teacher Credentialing
1900 Capitol Avenue Sacramento, CA 95811 (916) 322-6253 Fax (916) 445-0800 www.ctc.ca.gov
Office of the Executive Director

May 18, 2018

Dr. Anthony J. Martinez, Superintendent
Montebello Unified School District
123 S. Montebello Blvd.
Montebello, CA 90640

Dear Superintendent Martinez:

I am writing to inform you that on May 10, 2018 the Committee on Accreditation, on behalf of the Commission on Teacher Credentialing, assigned the status of ***Accreditation with Probationary Stipulations*** to Montebello 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 are stipulations to be met:

1. By October 15, 2018, the program provides systemic evidence of compliance with the following Program Preconditions:
    a. candidates are matched with their assigned mentor within 30 days of enrollment;
    b. candidates' initial Individual Learning Plan is developed within 60 days of enrollment; and
    c. candidates receive an average of one hour of support weekly from program personnel.

2. Within one year, the institution/unit provides evidence of a collaborative, cohesive, coordinated district-level leadership structure that allows for standards implementation at both the program and unit levels. (Common Standards 1 and Program Standard 6)

3. Within one year, the unit leadership creates and implements a continuous comprehensive improvement process. (Common Standard 4)

4. Within one year, the program provides evidence that they have fully transitioned to the 2015 Induction Program Standards, featuring a mentor-based system of support that is individualized for each candidate, based upon their self-assessed needs as chronicled in their Individual Learning Plans. (Program Standard 3)

5. Within one year, the program creates and implements a structured plan that provides both formative feedback and evaluation of services provided by the mentors. (Program Standard 6)

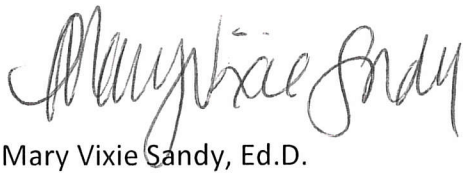
6. Within one year, the institution will host a focused site visit to verify required changes have been made in the program design and implementation is aligned to the Common and Program Standards.

In addition:

- Consistent with the Accreditation Handbook, the institution must submit within 10 days of COA action its plans and policy changes that will ensure that Preconditions 2, 3, and 4 will be implemented prior to any new candidates being enrolled in the program. The institution must provide a report on Program Preconditions 2, 3, and 4 at the June 28, 2018 COA meeting.
- The program must seek support from other programs from their cluster.
- Candidates must be notified of the institutions current accreditation status.
- Montebello Unified School District is not permitted to propose new credential programs for approval by the Committee on Accreditation until all stipulations have been met.
- Montebello Unified School District continues in its assigned cohort on the schedule of accreditation activities as determined by the Commission on Teacher Credentialing.

Consistent with the Commissions cost recovery policies, the institution will cover the costs for the revisit. 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.

Sincerely,



Mary Vixie Sandy, Ed.D.
Executive Director

cc: Dr. Angel Gallardo, Assistant Superintendent, Human Resources