

# Welcome and Introductions

This session is designed to focus on year six (Self-Study) and year seven (Onsite Visit) of the MNSAA accreditation cycle.

# Overview of Accreditation Cycle

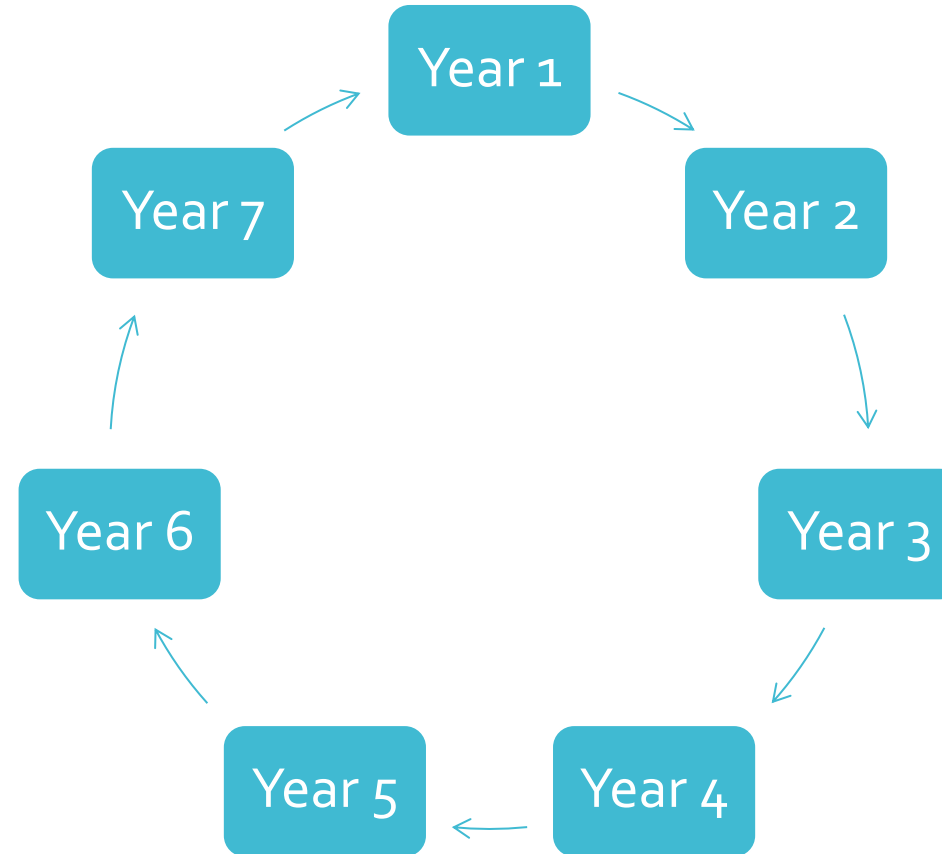
Step 1: Download the Member Handbook from [MNSAA.org](http://MNSAA.org)

## Year 1:

- Respond to Team Recommendations
- Revise School Strategic Plan (SSP)
- Begin Implementation of SSP
- File Annual Progress Report (APR)

## Years 2 through 5

- Continue Implementation of SSP
- Maintain SSP as Living Document
- File Annual Progress Report (APR)



## Year 6:

- Inform Stakeholders of Intent to Renew/Receive
- Send Letter of Intent to MNSAA
- Budget for Onsite Visit
- Survey Stakeholders
- Begin Self Study
- Develop Profile & Standards Narrations
- Identify Strengths & Challenges
- File Annual Progress Report (APR)

## Year 7:

- Develop Draft of School Strategic Plan (SSP)
- Communicate SSP Draft to Stakeholders
- Host Onsite Visit
- Receive the Team Report from Onsite Visit

# Year 6: Self-Study Year

## The Nuts and Bolts of Process

### Inform Stakeholders of Intent to Renew/Receive

- Parents, Parishioners, Governing Bodies, Donors, School Board, School Advisory Committee, PTO or Home and School Groups

### Send Letter of Intent to MNSAA

- Send a letter to the Director of MNSAA indicating intent to be accredited or reaccredited

### Budget of Onsite Visit

- \$500 MNSAA fee due the fiscal year of the onsite visit
- Other considerations: lodging, mileage, hospitality

### Communication with the Onsite Visit Chairperson

- Forming the team, picking the onsite visit dates

## The heart and soul of year 6: Self-Study

### Survey Stakeholder

- Developing a Survey
  - Focus on the standards and any unique circumstances
  - Ask for sample surveys
- Distributing the Survey
  - Resources such as Survey Monkey
  - Who has access to results
- Begin Self- Study
  - Forming committees
- Develop Profile & Standards Narrations
  - Sharing the document
- Identify Strengths & Challenges
  - Significant challenges in the SSP
- File Annual Progress Report
  - If you have a finished SSP, If your SSP still has initiatives unachieved

# Question and Answers about Year 6: Self-Study Year

## Here we go on to Year 7: Onsite Visit

### Develop School Strategic Plan (SSP)

- Based on your Self-Study Challenges
- Objectives – Broad and What if they are the same as previous SSP?

### Communicate SSP Draft to Stakeholders

- Staff, Governing Bodies, Parents, Wider Stakeholder Base

### Host Onsite Visit

- Working with Team Chair
- Working Space for Team
- First Day Visit with Staff and Other Stakeholders
- Interview Schedule
  - Staff, Governing Leadership, PTO, Board or Council Members, Random Parent Interviews
- Lodging, Mileage, Hospitality: Breakfast, Lunch and Dinners
- MNSAA.site
- Evidence: Availability, No Identifying Information
- Number or Days and Team Members
- Wrap Up Meeting with Chair

# After the Visit

Celebrating Your Work  
Staff, Stakeholders, Communication

Receive the Team Report from Onsite Visit  
If questions,  
What if You Disagree with Findings,  
Accreditation Status

Next Steps  
Revising the SSP,  
Responding to Team Report

No Annual Progress Report Due



# Questions and Answers

## Year 7: Onsite Visit