

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

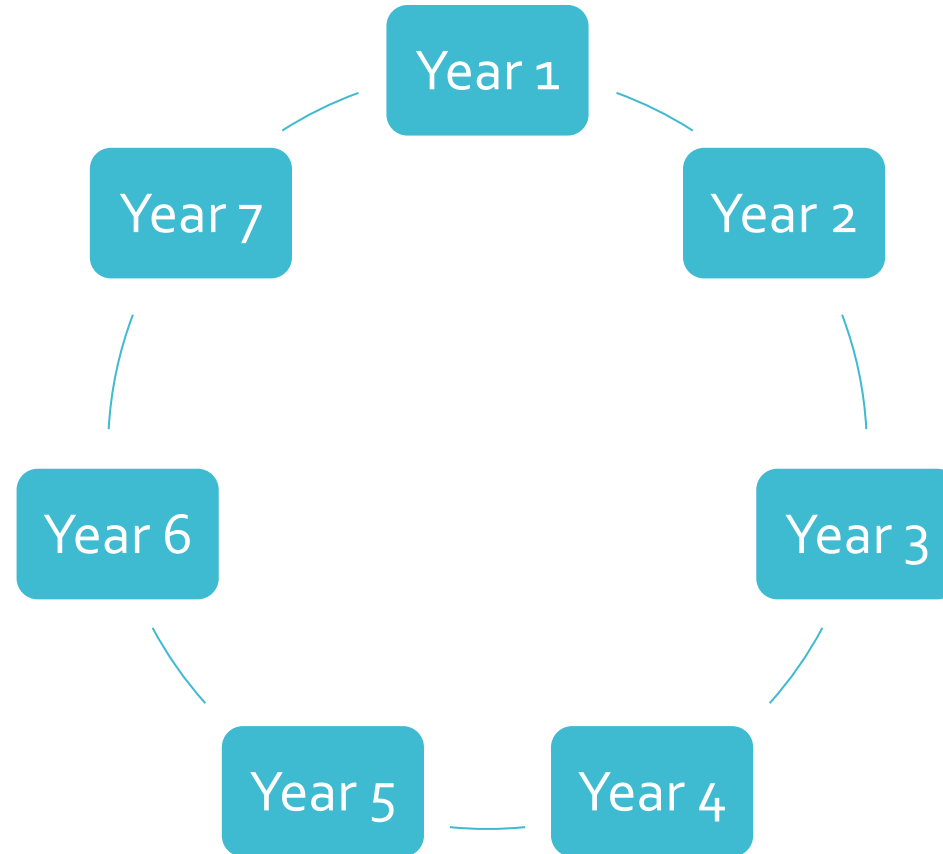
Step 1: Download the Member Handbook from MNSAA.org

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 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, MNSAA.site
- 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 of 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

Process for Development of SSP

Define School's Current Reality



Develop Community Support, Knowledge, & Buy-In



Create School Strategic Plan and Share

Strengths & Challenges from Self-Study

Analyze **Surveys of Stakeholders** (parents, donors, students, staff, and anyone else who values your mission and function)

Integral to have a **Steering Committee** comprised of a variety of members (respected staff, board members, donors, students, parents?)

Communicate, Seek Input, and Respond

Does it meet **MNSAA Quality Standards** for a SSP?

Has your **school community been made aware** of the final draft of the SSP?

A Quality SSP Is:

Supported: Do all those that support your school know the initiatives within the SSP?

- Who will need to accomplish the goals within SSP?

Valid: Does SSP reflect current reality of school?

- Seek outsiders (principals, community members) to check your tunnel vision.

Connected: Are the challenges in your self-study addressed?

- Review, review, and re-review your self-study.

Visionary: Does your SSP take you into the future?

- Avoid the “to-do” list.

Reasonable: Are you and your team able to accomplish the goals in the SSP?

- Challenge yourself, but don't set up for failure.

Focused: Are students at the heart of improvement?

- Ask, “Will this objective benefit the kids I get to serve everyday?”

Questions and
Answers
Year 7: Onsite Visit