

WASC-AWSNA Visiting Committee Report Format

Title Page

- School Name
- City
- Dates of Visit
- Names and Titles of Visiting Committee Members

Chapter I: Student/Community Profile

Briefly summarize the most critical information from the student/community profile that impacts the school. Include the following:

- Brief description of the students and community served by the school
- School's analysis of student achievement data
- Other pertinent data

Note: The entire profile does not need to be included.

Chapter II: Progress Report

Since the last self-study...

- Comment on the school's major changes and follow-up process.
- Discuss how the school through its action plan has accomplished each of the critical areas for follow-up, including the impact on student learning.

Chapter III: Self-Study Process

Include a copy of the school's expected schoolwide learning results.

Comment on the school's self-study process with respect to the parameters.

1. The involvement and collaboration of all stakeholders in the self-study.
2. The clarification of the school's purpose and the expected schoolwide learning results. (*Note the selected expected schoolwide learning results examined by the school.*)
3. The assessment of the actual student program and its impact on student learning in relation to the criteria and the expected schoolwide learning results. (*Note: Include discussion about the use of a professionally acceptable assessment process to collect, disaggregate, and analyze student performance data.*)
4. The development of a schoolwide action plan that integrates subject area/program and support plans to address identified growth needs.
5. The development and implementation of an accountability system for monitoring the accomplishment of the plan.

Chapter IV: Quality of the School's Program

Part A:

- *For each section:*
 - I. *Purpose, Goals, and Philosophy*
 - II. *Educational Program, Activities, and Student Services***
 - III. *Governance, Administration, Finance, and Law*
 - IV. *Personnel*
 - V. *The School Community*

Provide (1) a brief summary analysis of what currently exists and its impact on student learning and (2) commendations and recommendations for each of the **five** sections. (Note: Combine any commendations and recommendations from subsections.)

***Include comments in this section on the degree of acceptable progress by all students toward clearly defined expected schoolwide learning results, academic standards, and other institutional and/or governing authority expectations.*

Part B:

- Synthesize the commendations and recommendations from all sections into major commendations and major recommendations. (*list numerically*)
 - *support* those areas already identified by the school in the action plan sections
 - *strengthen* those identified areas in the action plan sections
 - address *additional* areas identified by the visiting committee

Chapter V: Ongoing School Improvement)

- Include a brief summary of the schoolwide action plan.
- Comment on the following school improvement issues:
 - Adequacy of the schoolwide action plan and the degree to which it addresses the major recommendations summarized in Chapter IV. Include a one page summary of the schoolwide action plan. Consider these questions:
 - Do the action plan sections address the *major areas for improvement*?
 - Will the action plan steps enhance student learning?
 - Is the action plan a “user-friendly” schoolwide action plan that has integrated all major school initiatives?
 - Is the action plan feasible within existing resources?
 - Is there sufficient commitment to the action plan, schoolwide and system wide?
 - existing factors that will support school improvement
 - impediments to school improvement that the school will need to overcome in order to accomplish any of the action plan sections
 - soundness of the follow-up process that the school intends to use for monitoring the accomplishment of the schoolwide action plan.