

Accrediting Commission for Schools Western Association of Schools and Colleges

WASC Chairs 2011–2012 New Chair Orientation

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Webinar Goals

Understand the basic WASC chair expectations...

- **Previsit Preparation**
 - ✓ **Personal Preparation**
 - ✓ **Work with School**
 - ✓ **Work with School: The Schedule**
 - ✓ **Work with Visiting Committee Members**
- **The Visit**





Personal Preparation

- **Participate in training**
- **Understand self-study process**
- **Know WASC criteria, parameters, terms**





WASC Accreditation: An Ongoing Journey





WASC Accreditation

Focus on Learning (FOL): An Ongoing School Improvement Process

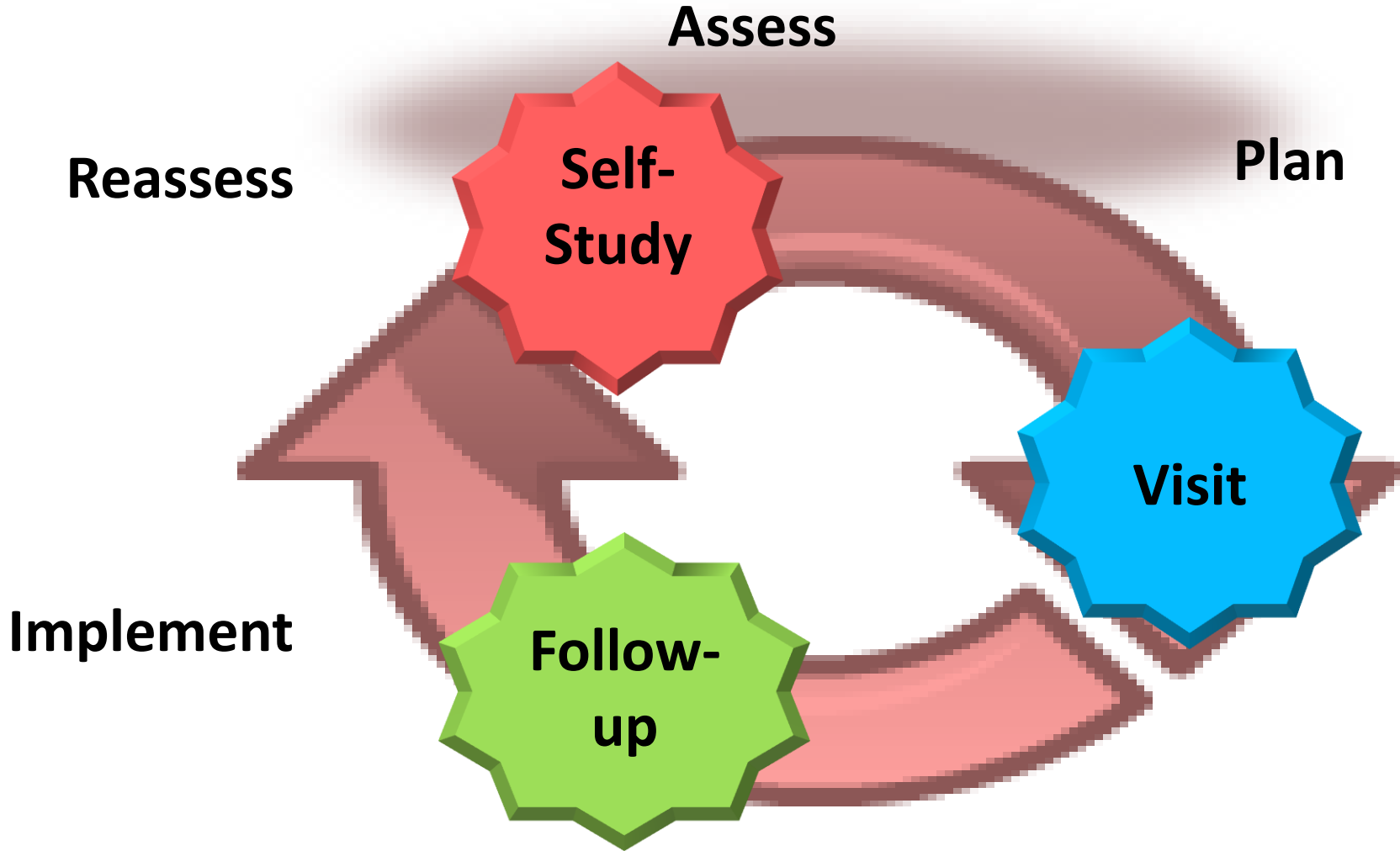
For 20 years, WASC FOL process has asked schools two questions:

- How do you know that all students are achieving...
 - ✓ schoolwide learner outcomes or global competencies?
 - ✓ essential core knowledge and skills?
- Are you doing everything possible to support students being prepared for the future?





WASC FOL Accreditation Cycle of Quality





Summary: Focus on Learning (FOL) Self-Study Process

What?

What is the ideal based upon...?

- ***Vision, Mission, Schoolwide Learner Outcomes***
- ***WASC criteria and indicators***
- ***Academic standards***

So What?

What currently exists?
How effective is it?

Now What?

What and how will we modify?

What should be in the schoolwide action plan?





Suggested Committees for Follow-up



Dept./Subject Area Groups – PLCs, Small Learning Communities

Schoolwide Focus Groups



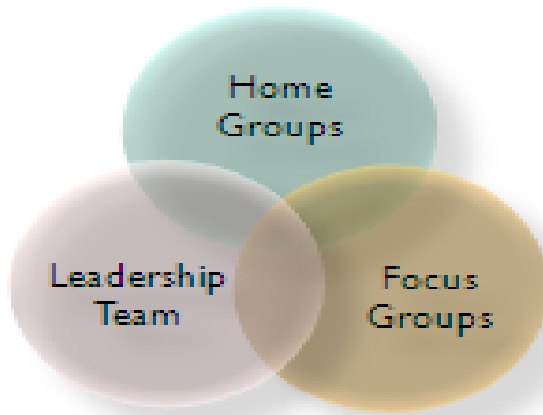
Leadership Team





Self-Study Process and Product

Process



Professional knowledge
Data
Observations
Surveys/interviews
Student work
Documents

Product

Response to criteria

Evidence

Strengths

Key areas for follow-up





Self-Study: Schoolwide Action Plan





The Visit: Visiting Committee (VC) Members



WASC VC Members Strengthen School's Core Work — Improving Student Learning





The Visit: Are Students Achieving as Global Citizens?





The Visit by Fellow Educators: Purpose

Based on WASC criteria, school's purpose and schoolwide learner outcomes and self-study, the Visiting Committee (VC)* ...

- **Provides insight about student learning and school program**
 - ✓ **Validates school program**
 - ✓ **Celebrates school strengths**
 - ✓ **Provides recommendations on growth areas**
- **Prepares a written report for school and Commission**
- **Recommends an accreditation status**
- **Commission takes action**

*** Visiting Committee chair/members: team size based on school size, spends 3 ½ days at school (4 ½ days in Asia)**





Accreditation Status Factors: VC Recommendation and Commission Action

- To what extent is the school demonstrating quality student achievement/improvement?
 - Meeting the WASC criteria and indicators
 - Clear globally-minded purpose and schoolwide learner outcomes
 - Quality processes to analyze student achievement
 - Action plan aligned to areas of greatest need
 - Capacity to implement/monitor action plan
 - Use of prior accreditation findings

Highly effective

Effective

Somewhat effective

Ineffective





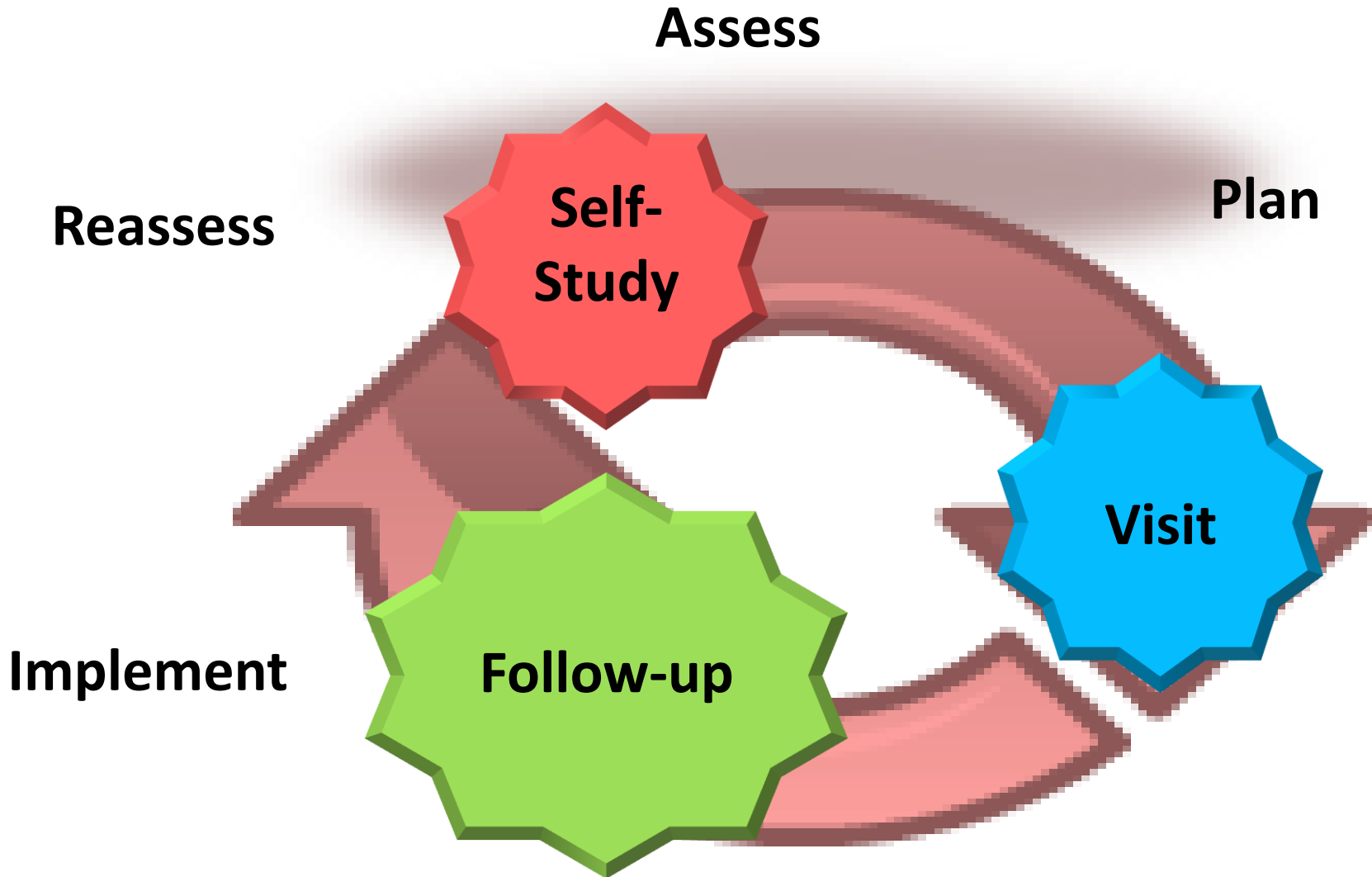
Accreditation Status: Commission Action

- **Six years:** progress report, possibly a one-two day midterm review for schools
- **Three years:** progress reports, three year two-day visit to extend term one year, three years or deny
- **Probation: One or Two years:** progress reports, two day visit to extend term up to three years or deny
- **Denial or Withheld:** reasons detailed in Visiting Committee report



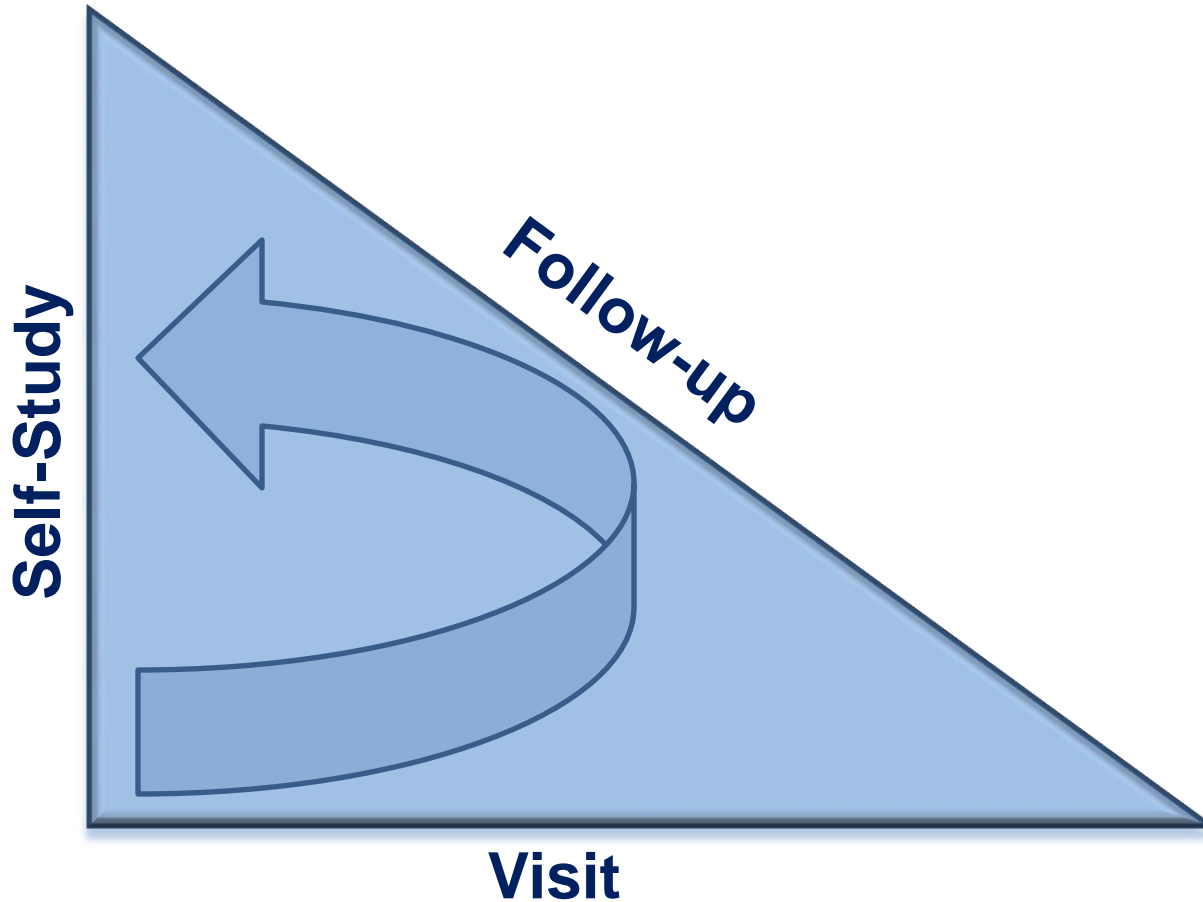


WASC FOL Accreditation Cycle of Quality





WASC FOL Accreditation Cycle of Quality





The Follow-Up: After Visit

The school

- **Revises the Schoolwide Action Plan**
 - Includes recommendations from the Visiting Committee
 - Submits Plan to WASC
- **Annually reviews progress on Action Plan based on Schoolwide Learner Outcomes — Global Competencies**

What is different for students one year, two years, three years, etc., after the visit?
- **Revises Action Plan as needed**
- **Has periodic visit from WASC**





One Umbrella Plan

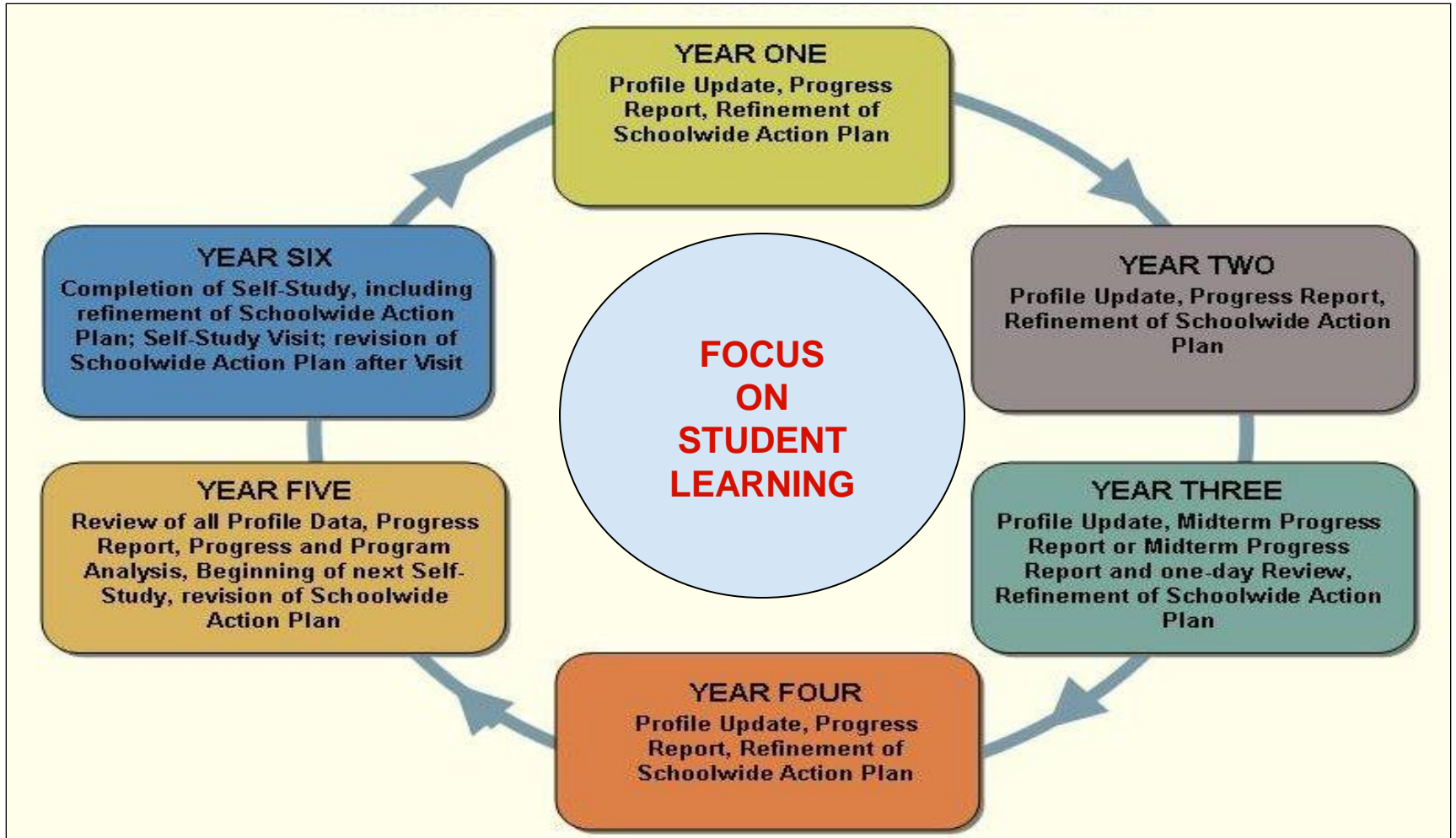


IF CDE: Single Plan for Student Achievement





WASC FOL Accreditation Cycle of Quality (five or six years)





Visiting Committee Chair Checklists

- Condensed WASC Chair Expectations
- VC Chair Checklist in FOL Books





Previsit Work with School

- **Communicate**
- **Conduct one-day previsit**
- **Learn about school culture, vision, mission, schoolwide learner outcomes**
- **Address questions (See FOL, VC Chair Checklist, #7 FOL or #8, WASC/CDE FOL)**
- **Obtain prior reports, current schoolwide action plan and any past pertinent reports — study website, CDE data**
- **Critique all report sections: profile, progress report, sample focus group**





School : Previsit Discussion Areas

- **Calendar/timeline for self-study process**
- **Orientation/training of school leaders and chairs of groups — all stakeholders**
- **Committee organization and membership — all involved**
- **Progress since previous self-study**





School: Previsit Discussion Areas

- **Student/Community profile**
- **Clarification of schoolwide learner outcomes (ESLRs)**
- **Analysis of curricular program**
- **Evaluation of schoolwide learner outcomes (ESLRs)**
- **Analysis/synthesis of findings for school program based on WASC criteria**
- **Refinement of schoolwide action plan (SPSA)**





School: Previsit Discussion Areas

- **Organization of Evidence –prior to and during visit**
- **The Visit Schedule — developed collaboratively**
 - 2 people at all schoolwide focus groups (1 ½–2 hours)
 - Daily leadership team meeting with entire visiting team
 - Daily chair-principal meeting
 - Visit all classes (keep record) and talk to all
 - Examples of other meetings based on school
 - Parents
 - Students
 - Support Staff
 - Administrators
 - Subject Areas/Departments/ Programs
 - Counseling Dept., Special Ed, AVID, Title I
 - Other individual or groups





School: Previsit Discussion Areas

- View visiting committee work room, meeting room, etc.
- Technology support and availability
- Clerical or administrative support
- Housing and visit arrangements, including reimbursement procedures





Previsit Work with Visiting Committee Members

- **Receive roster of VC**
- **Contact all members by e-mail and phone**
- **Make sure have current contact information, including cell phone**
- **Send electronically initial letter, asking for preferences**
- **Ensure members participate in training (face to face or webinar)**





Previsit Work with Visiting Committee Members

- **Remind all members to read the entire report**
- **Send copy of previsit preparation worksheet and ask members for questions/comments on ALL sections — set deadline for return**
- **Use their comments as you write Chapters I, II, and III and begin Chapter V.**





Previsit Work with Visiting Committee Members

- **Assign specific sections for narrative writing — 2 people per section unless a very small team (2–3 people) and at same time portions of the documentation/justification statement**
 - **Send VC Report template and set deadline for narrative assignments for Chapter IV on criteria**
 - **Include your drafts of Chapters I, II, and III**





Previsit Work with Visiting Committee Members

- **Maintain communication with VC members**
- **Create a list of questions/comments by “cutting and pasting” questions sent by members in previsit preparation worksheets. Send with draft of report**
- **(Consider using a Google Docs setup for writing the draft.)**
- **Send draft to all VC members and possibly the school principal — or the list of questions**





The Visit “Musts”

- Facilitate, delegate, affirm
- Plan agenda and conduct 2–3 hour orientation meeting on Sunday for VC members
 - Perceptions – Chart
 - Prepare specific questions collaboratively for Leadership Team, parent meeting and other Sunday meetings
 - Review any logistical changes





The Visit “Musts”

- **Keep in mind — must synthesize findings based on WASC criteria and indicators**
- **Always related questions and findings to draft schoolwide action plan within all meetings**
- **The “roadmap”**
- **Work with school on plan**





The Visit “Musts”

- **Guide the team as all plan and write questions to focus on impact on high-quality student learning and meeting the WASC criteria**
- **Help them plan group techniques for their meetings**
- **Ensure team consensus on questions for each meeting**
- **Ensure appropriate evidence/information reviewed — triangulation of data**
- **Set up VC synthesis time at end of day before writing and a quick debrief mid-day**





The Visit “Musts”

- **Meet daily with Leadership Team (all VC members)**
- **Meet daily with the principal or head as chair**
- **Complete one-half of report by end of first full day**
- **Delegate different tasks to VC members, e.g., quick editing or word processing while using LCD projector**
- **Ensure student achievement data from self-study included in Chapter I, Student/Community Profile with analytical comments**
- **Double check all sections of report included, e.g., schoolwide strengths and critical areas for follow-up**





The Visit “Musts”

- Individually have all members complete the Term Determination Worksheet — use WASC criteria and indicators appropriately
- Determine recommended term by consensus
- Ensure ALIGNMENT — Doc/Just and VC Report

VC Report ↔ **Doc/Just**





The Visit “Musts”

- **Prepare draft copy of VC report for ALL Leadership Team members at final meeting—DISCUSS Report**
- **Prepare the Power Point (use template on WASC website) for ORAL final presentation to school**
- **Leave a DRAFT report with the School**
- **Within 10 days send FINAL copy to school (school will send 10 copies to WASC)**
- **Chair sends signed ballot, doc/just/1 copy VC report to WASC and evaluations and expense forms**





WASC Accreditation: A Focus on Learning





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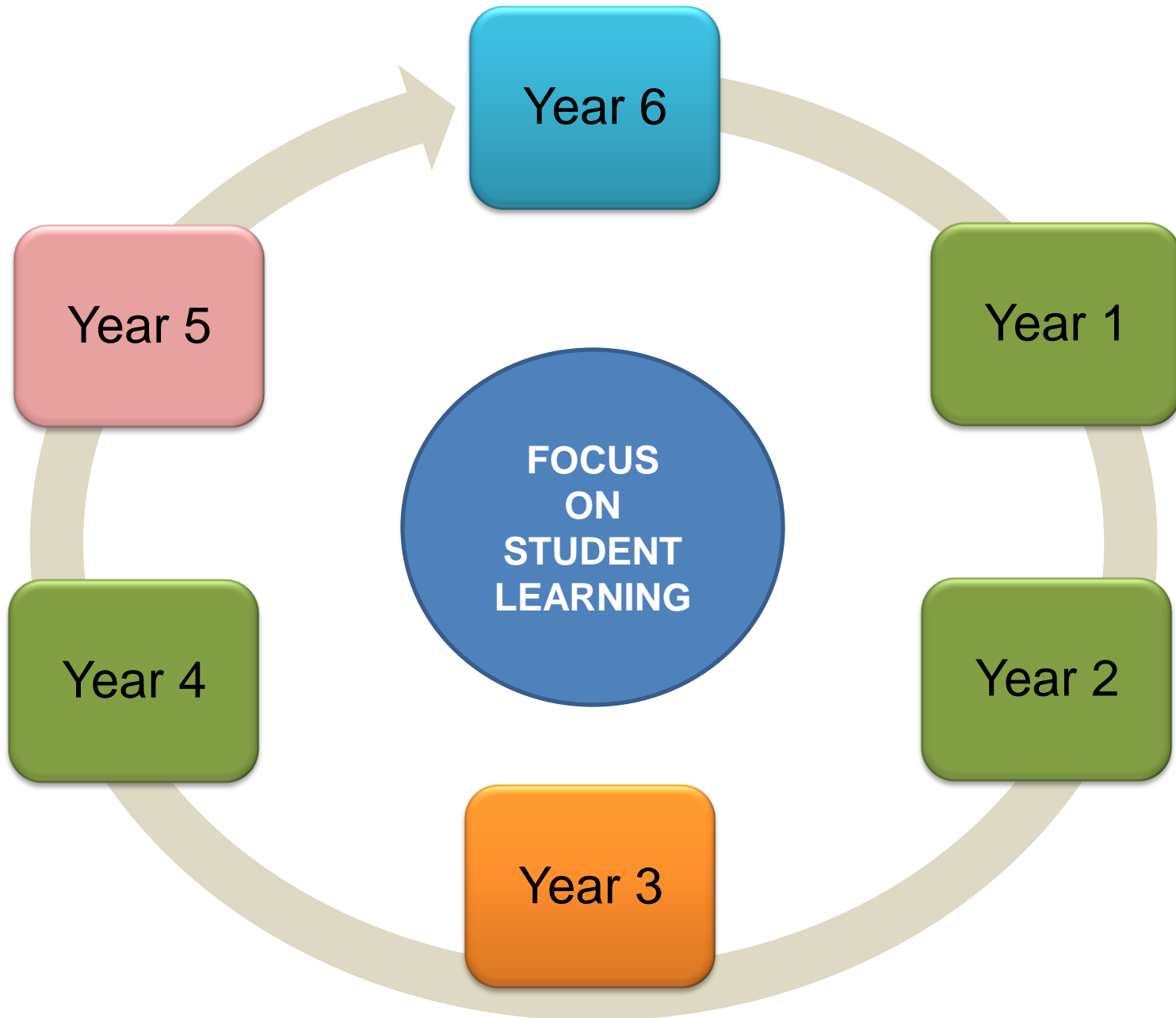
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Student

C

Centered





Year 6

Year 1

Year 5

FOCUS
ON
STUDENT
LEARNING

Year 2

Year 4

Year 3