



Accrediting Commission for Schools

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DATE: July 2007

TO: All WASC Accredited Member Schools

FROM: David Brown, Executive Director
Accrediting Commission for Schools, WASC

SUBJECT: Reimbursement Policy Change for WASC Visiting Teams
Effective 2008–2009 School Year

The ACSWASC Commission recently approved a change in the reimbursement policy for members of Accreditation Visiting Teams that will become effective in 2008-2009. The primary change involves a discontinuation of the Visiting Team fees that are presently assessed schools scheduled in any given year for full-visits. **It will then become the responsibility of individual schools to reimburse members directly for costs associated with transportation, hotels, and food while serving on visiting teams.**

ACSWASC has prepared a set of guidelines for schools to consider as we make this transition in the 2008-2009 school year. If this policy is implemented as it is in all of the other accrediting regions in the United States, we should discover that most schools will typically pre-pay hotels and cover almost all food expenses, thus avoiding the greater portion of check/cash reimbursements to individual team members.

We believe that most schools will experience a reduction in costs as a result of this change. We also recognize that many schools and districts will be required to consider alternatives to present local policies that govern reimbursements. It is important to the WASC Commission that schools will be prepared to help us avoid delays in reimbursements to visiting team members. If challenges become apparent as schools consider how to manage this change, we'd be grateful to hear the issues that can hopefully be addressed before the change takes place.

Thanks to all of you for providing volunteers to make the WASC peer evaluation process a productive and worthwhile experience for schools. We can always use more willing individuals to serve on visiting teams. Clearly, there are few opportunities for more targeted and relevant professional development than serving on WASC visiting teams.

Again, thank you for helping us with this reimbursement policy change.