

RESOURCE DOCUMENT
COMPLIANCE CHECKLIST: POLICY 2320

A Process for Improving Education: Performance Based Accreditation System

DIRECTIONS: To be considered fully compliant with Policy 2320, your school must adhere to the core areas outlined in Policy 2320. Before you begin self-rating school compliance, you may wish to review the sections of the policy identified in the checklist. These areas will be examined during the on-site review. To determine your level of compliance, use the following guide:

- Full Compliance = Compliant with **all** items listed below.
- Partial Compliance = Compliant with **more than half** the items listed below.
- Non-Compliant = Compliant **with half or less** of the items below.

The following items will be reviewed by (1) examining the school documents and (2) interviewing staff.

(S,F_ below identify the Standard and Function correlating to the High Quality Standards in Policy 2322).

Compliance	Core Areas of Policy 2320
<p>Yes No Yes No Yes No</p>	<p>School Responsibilities for Accreditation (Pages 13-14) In order for accreditation processes to fulfill purposes outlined in W. Va. Code §18-2E-5, to impact student performance levels, and to improve school quality, each West Virginia school must determine productive and meaningful ways to integrate accreditation processes into continuous improvement efforts. To that end, the school is responsible for the following:</p> <p>Develop Knowledge of Policy 2322 Complete the School Monitoring Report Participate in the on-site review process</p> <ul style="list-style-type: none"> • Prepare for the review – the principal shall: <ul style="list-style-type: none"> ○ prepare the staff for productive involvement in the review process with materials provided by the OEPA ○ one month prior to the scheduled review, update the School Monitoring Report documenting and summarizing the school’s overall progress ○ prepare the staff and stakeholders for the on-site review, including orientation to the logistics, responsibilities, and expectations associated with the process • Participate in the review • Participate in the Exit Conference • Address the review findings – the principal shall: <ul style="list-style-type: none"> ○ share and discuss the report with the school staff and LSIC and for using the report in the development or revision of the school strategic plan ○ work with staff to determine how the deficiencies are to be corrected according to the timelines established by the WVBE
	<p>County Board of Education Responsibilities for School Accreditation (Pages 14-15) It is intended that the accreditation process be a method for local boards of education to improve school quality and student performance. Thus, the county board of education through the county superintendent of schools must exercise leadership and provide appropriate support to accomplish this intent.</p> <p>Implementation</p> <ul style="list-style-type: none"> • Develop Understanding of Accreditation Processes • Establish Local Direction • Monitor School Responsibilities: <ul style="list-style-type: none"> ○ Completion of the annual School Monitoring Report ○ Review and verify the accuracy of the School Monitoring Report ○ Ensure school strategic planning processes consider the annual and cyclical feedback provided through the accreditation process

	<ul style="list-style-type: none"> ○ Ensure that all audit review findings are sufficiently addressed according to the directives and timelines established by the WVBE. <p>Establish Supports and Expectations that Impact Student Performance</p> <ul style="list-style-type: none"> ● Develop instructional leadership skills of principals. ● Support school continuous improvement and strategic planning processes. ● Implement school-based professional development programs that address the unique needs of staff and students. ● Differentiate support and resources to individual schools according to performance grades, ensuring that all students in the school system have equitable opportunities for success.
<p>Yes No</p> <p>Yes No</p> <p>Yes No</p> <p>Yes No</p>	<p>Continuous Improvement and Strategic Planning (Pages 24-25) (Also referenced in Policy 2510)</p> <p>Each school is accountable for implementing continuous improvement and strategic planning as outlined in Policy 2510 and to work toward achieving high levels of student performance as specified below:</p> <ul style="list-style-type: none"> ● Create a Structure and Process for Continuous Improvement including: <ul style="list-style-type: none"> ○ a designated team or committee(s) who orchestrate the school’s improvement efforts (S2,FB) ○ on-going professional development and research on how to best improve school and classroom processes and strategies (S5,FA) ● Performance Data - guided by the school system but must include in-depth review of school accountability data and other data sources appropriate to the programmatic level of the school. (S3,FA) ● Assess School and Classroom Learning Conditions – all staff must utilize: <ul style="list-style-type: none"> ○ the School Monitoring Report (which in part is based on classroom learning conditions defined in Policy 2322 (S7,FC) ○ summary employee evaluation data and professional development needs to guide improvement priorities (S5,FC) ● Develop and Implement the Strategic Plan. The Plan and process shall include: (S7,FC) <ul style="list-style-type: none"> ○ school’s core beliefs, mission, goals, measurement evidence, action plan, and professional development needs. ○ direction of the principal with collective involvement and input from the staff and the LSIC. ○ strategies and action plan based on examination of best practices and innovative approaches to improving student performance and addressing student needs. ○ principal monitoring the implementation of the plan and for communicating progress to staff and stakeholders. ○ updates and revisions as data and information dictate based on the tenets of continuous improvement. (Annual updates to the plan must consider the OEPA School Monitoring Report when this report identifies deficits in quality or compliance.)