

## STAFF DEVELOPMENT COMPONENT INFORMATION

**COMPONENT TITLE:** Improving the Skills of a Southern Association of Colleges and School (SACS) Quality Assurance Review (QAR) Team Chair

**IDENTIFIER NUMBER:** 7514002

**MAXIMUM POINTS:** 30

### GENERAL OBJECTIVE:

To enable participants to successfully chair a SACS QAR visit.

There is a prerequisite for this component! Participants in this component must have completed the SACS CASI New Next Generation training and the SACS CASI New Next Generation Chair Training.

**This is a restricted component. It may only be opened by the Department of School Improvement.**

### Specific Objectives:

Within the duration of the component, participants will:

1. Demonstrate the ability to effectively lead a collaborative group. (3)
2. Demonstrate the ability to effectively lead school staff and stakeholder interviews. (3)
3. Demonstrate the ability to lead a review of a school's school improvement plan. (3)
4. Demonstrate the ability to lead the review a school's guided self-study. (3)
5. Demonstrate the ability to lead the creation of descriptions of the current status of the school in SACS standards in terms of areas of strength and weakness as well as recommend corrective actions. (QAR Team Report - Standards) (3)
6. Demonstrate the ability to lead the development of commendations to the school based on findings. (QAR Team Report -Commendations) (3)
7. Demonstrate the ability to lead the development of recommendations to the school for improvement. (QAR Team Report -Recommendations) (3)
8. Demonstrate the ability to lead the assessment of the school's compliance with accreditation standards. (QAR Certification part 1) (3)
9. Demonstrate the ability to lead the assessment of the school's process of continuous improvement. (QAR Certification part 2) (3)
10. Demonstrate the ability to lead the assessment of the school's process of quality assurance. (QAR Certification part 3) (3)

### PROCEDURES:

Participants will:

1. Attend SACS training sessions to become familiar with all aspects of the SACS Guided Self-Study, QAR visit, and chairing a QAR visit.
2. Attend a school or district QAR visit as a QAR Team Chair.
3. Analyze all aspects of the school or district in relation to SACS standards.

4. Lead the completion of a QAR Team Report and QAR Certification in conjunction with the rest of the QAR team.
5. Complete a reflection document.

**EVALUATION:**

Participants will satisfactorily complete a QAR Team Report, a QAR Certification, and a reflection document.

**FOLLOW-UP:**

Participants will:

1. Complete the QAR Team Report (Obj. #4 – 6).
2. Complete the QAR Certification (Obj. # 7 – 9).
3. Complete a reflection document (Obj. #1 – 10).

**COMPONENT EVALUATION:**

Participants and instructors will assess the degree to which the procedures address the specific objectives and make recommendations for revision through an evaluation form.