

## STAFF DEVELOPMENT COMPONENT INFORMATION

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

**IDENTIFIER NUMBER:** 8514001

**MAXIMUM POINTS:** 20

### GENERAL OBJECTIVE:

To enable participants to successfully participate on 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.

**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 work collaboratively in a group. (2)
2. Demonstrate the ability to effectively interview school staff and stakeholders. (2)
3. Demonstrate the ability to review a school's school improvement plan. (2)
4. Demonstrate the ability to review a school's guided self-study. (2)
5. Demonstrate the ability to describe 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) (2)
6. Demonstrate the ability to make commendations to the school based on findings. (QAR Team Report -Commendations) (2)
7. Demonstrate the ability to make recommendations to the school for improvement. (QAR Team Report -Recommendations) (2)
8. Demonstrate the ability to assess the school's compliance with accreditation standards. (QAR Certification part 1) (2)
9. Demonstrate the ability to assess the school's process of continuous improvement. (QAR Certification part 2) (2)
10. Demonstrate the ability to assess the school's process of quality assurance. (QAR Certification part 3) (2)

### PROCEDURES:

Participants will:

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

4. Complete 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.