# Smoothing Your Path Through the ACCS Accreditation Process

## Resources in shared folder:

- ACCS Accreditation Handbook (9-21) 2.5
- ACCS Checklist for Candidacy Status
- ACCS Teacher Certification Sample Plan
  *This is the professional development plan used by my school that incorporates the levels of ACCS teacher certification. Schools seeking reaccreditation are required to show teachers' progress through the levels of certification, so I have included this in case it is helpful to schools who have not yet created their own processes.*
- Curriculum Guide Review Instructions
  *This was a document provided to teachers who were assisting with the curriculum guide review and revision process. It includes specifics for the format used at my school, but the general pattern and level of detail should be transferable to other contexts.*
- Questions for Students, Questions for Teachers
  *These are some questions the visit committee may ask of students or teachers. Sharing this with them ahead of time can help ease concerns they may have.*
- Reaccreditation Process Timeline
- Self-Evaluation Classroom Instruction
  *This is provided by ACCS and is a list of the types of things visit committee members will be looking for when they observe classrooms. It is a helpful tool to share with teachers a year before the visit so that they can be sure that they are already in the habit of teaching in these ways when the visit occurs.*
- Self-Study Checklist
  *I think this is the most helpful document in the shared folder. It is a chart with the ACCS Standards listed, along with expected documentation of the standards, and columns for the school to indicate the following:*
  - *what documents they have that demonstrate meeting the standard*
  - *who is responsible for providing/editing/updating those documents*
  - *when the documents are due to the Accreditation Coordinator*
- Self-Study Detailed Instructions
  *This document lists all of the standards and documentation expected to meet them. It includes a chart to check off receipt of student work. Just another way to look at what is needed.*
- Teacher Instructions for Student Work
  *This can be provided to teachers so that they know what to submit for student work samples.*
- Visit Binder TOC (table of contents)
- Visit Schedule Sample
- Visit To Do List
  *This is a chart of tasks to be completed in preparation for the visit, beginning several months before the visit, along with columns to indicate the following:*
  - *date each should be completed*
  - *who is responsible*
  - *whether the task has been completed*

**Shared folder access:**



Direct link:
https://www.dropbox.com/sh/9fc3opr0uqhp76g/AABO8n3D8fLmwFjDlQ_pR59za?dl=0

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