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| --- | --- | --- | --- |
| Date | Topics Covered | Attendees | Evidence to collect |
| 6/14/13 | Advance Ed Training | Toby WiedenmayerAlissa Wilmet |  |
| 8/5/13 | Preliminary Discussion about Accreditation | All Staff |  |
| 8/15/13 | Surveys opened for students, faculty, and parents | Phone call home to alert parents |  |
| 9/9/13 | **Parent Group Meeting:**Mission statement and beliefs | ParentsSam O’BrienSteve WestToby Wiedenmayer |  |
| 9/11/13 | **Back to School Night**Discussion of accreditation procedures, school mission and beliefs | All Staff and Parents |  |
| 10/22/13 | **Parent Night*** Parents came and completed accreditation survey online
 |  |  |
| 10/28/13 | Advance Ed Training | Toby Wiedenmayer |  |
| 10/31/13 | Discussion of upcoming meetings and schedule | Administrative Team |  |
| 11/8/13 | **Faculty and Staff*** Discuss parent beliefs about the mission statement
* Finalize info for Executive Summary
 | All Staff |  |
| 11/15/13 | **Faculty and Staff*** Understanding the process
* Review of the Executive Summary information
* Review of the Engagement walk through data
* Look at Standard 1 as a staff and faculty
 | All Staff |  |
| 11/17/13 | **Parent Group Meeting** | ParentsToby Wiedenmayer |  |
| 11/22/13 | **Faculty and Staff*** Recap from last meeting
* Evaluate personal teaching practices with a partner
* ELEOT Tool training?
* Begin looking at Standard 3 in break out groups: 3.1, 3.2, 3.3, 3.4, 3.5, 3.6
 | All Staff |  |
| 12/13/13 | **Faculty and Staff*** Recap from last meeting
* Continue with Standard 3 in groups: 3.7, 3.8, 3.9, 3.10, 3.11, 3.12
 | All Staff |  |
| 1/7/13 | **Faculty and Staff*** Finalize Standards 1 and 3
* Do final write-up
* Standard 5
* Student Achievement
 | All Staff |  |
| 1/21/13 | **Parent Night*** Share results of the survey
* Invite parents to attend following accreditation meeting
* Stakeholder Feedback diagnostic
 | Staff and parents |  |
| 1/17/13 | **Stakeholders*** Standard 5
* Stakeholder Feedback diagnostic
 | Staff and Parents |  |
| 1/24/13 | **Stakeholders*** Action Plan
 | All Stakeholders |  |
| 1/31/13 | **Stakeholders*** Action Plan
 | All Stakeholders |  |
| 2/7/13 | **Stakeholders*** Final review of plan and any final modifications
 | All Stakeholders |  |
| 2/15/13 | **FINAL PLAN COMPLETED AND SUBMITTED** |  |  |