

MSA Meeting, October 17, 2017

Present: All 'Planning Team' members (except Monica Watler and Denis Corin)

Reference the [MSA Planning Team Presentation, Oct. 17, 2017](#)

1. Welcome and overview by Jeremy
2. Introductions - Collectively we are The Planning Team
 - a. Review norms
 - b. Build community with activity around communication
3. **Purpose of Why we are Here:** Overview of the three aspects:
 - a. Accreditation - external review
 - b. Strategic Planning - internal review
 - c. Common Ground Collaborative - New Framework CIS is embracing for Teaching and Learning
4. **Purpose of Re-accreditation:** To meet a quality standard of education from an outside agency; ours is the Middle States Association (MSA) - showed video from MSA
 - a. Important because needed for outside entities like universities
 - b. Important as a *process* for reflection and consideration of our delivery of learning for students
 - c. Review Top 5 Reasons for Accreditation: Reflection, Validation, Cohesion, Community, and Learning
 - d. Reviewed Guiding Questions for the work
5. **Purpose of Strategic Planning** - Defining Where We Want to Go and Creating A Roadmap to Get Us There
 - a. Provides Clarity, Direction and Priorities; Alignment and Growth; Simplify Decision-Making; Communicate the Message; Plan for Learning
 - b. Reviewed last Strategic Plan and provide examples of success (align curriculum; wellness; sports and afterschool activities; standards-based reporting; PBLs; improve writing; buildings, subjects and expanded learning; environmental practices; School Advisory Committee; science, technology and communication; community involvement)
6. Jigsaw Sharing of ideas on What We Want From This Process - brainstorm in groups and share in clockwise rotation
7. **Process of MSA Re-accreditation:** Review the 7 Phases of the MSA Accreditation Process: 1) Overview of the Process (tonight), 2) Laying the Foundation, 3) Develop a School Profile, 4) Identify Priorities - Looking at Organizational Capacity, 5) Develop a Plan, 6) Achieve Accreditation, 7) Implement Plan
8. Review Six Foundational Standards: Mission, Governance & Leadership, School Improvement Plan, Finances, Facilities, Organization and Staff
9. Review Six Operational Standards: Health & Safety, Education Program, Assessment, Student Services, Student Life & Activities, Information Resources

10. Planning Team is charged with the Endeavor to create an action plan, or “Road Map”, with specific step-by-step directions so that the driver (the school) has the greatest chance of getting to the end destination (goals in the plan).
11. **Process of Strategic Planning:** Organic within the community; engage in dialogue for what we want for students and their learning and develop a plan for how to get there; MSA can be integrated into this larger plan
12. **Common Ground Collaborative:** Ensuring the process is focused on learning and that we do not get caught up in the process for process; Kevin Bartlett will guide and support the school, keeping attention on concepts, competencies and character learning for students
13. Questions and closing