

Institution and System Evidence Guide

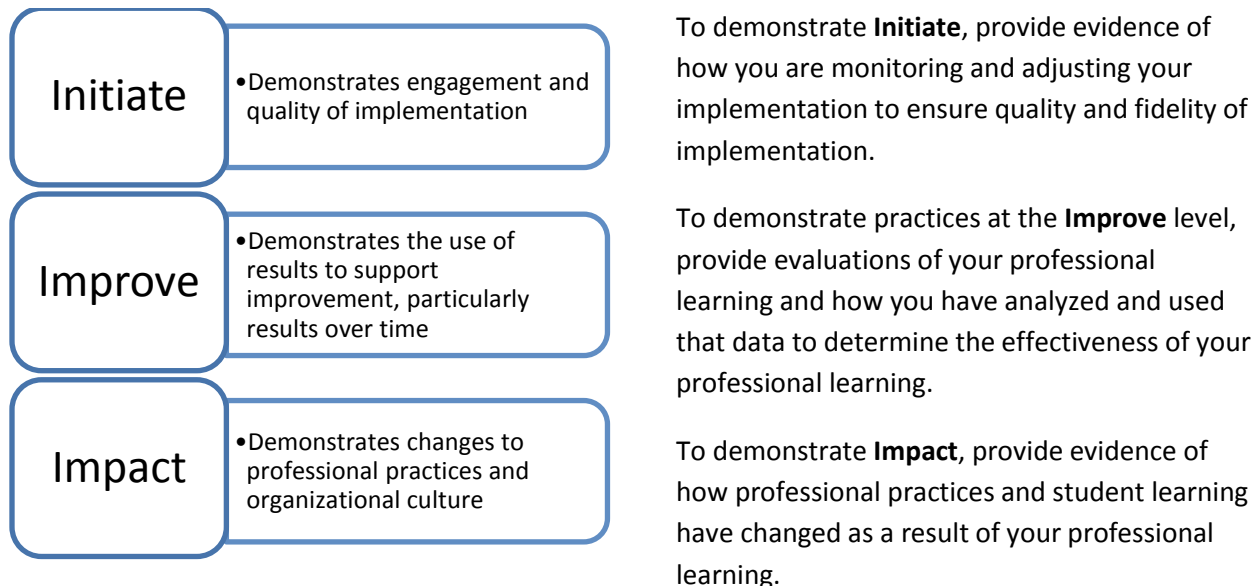
As a part of the preparation for your Accreditation Engagement Review, institutions and systems are asked to provide the Engagement Review Team evidence regarding the practices, processes, and programs that are embedded in the organization. This evidence is provided to the Engagement Review Team in the Shared Folder in eProve™ workspace at least four weeks prior to the Engagement Review. While evidence can be directly uploaded into the workspace, the best way to share this evidence is to tag and attach it to the School or System Quality Factors (SQF) in eProve™. When you send the SQF to the workspace, all evidence attached to the SQF also moves to the workspace.

Selecting Quality Evidence

As you select the evidence to provide for the Engagement Review Team, you should consider providing high-quality, results-based evidence that focuses on the highest levels of performance related to your continuous improvement process and SQF. Examine the continuum below in relation to your selection of evidence:

Initiate → Improve → Impact

For example, if you were to provide evidence about professional learning, consider the evidence that best demonstrates where you are in this continuum. Examples of evidence for *Initiate*, *improve*, and *Impact* are provided below.



If you are providing evidence at the higher levels of the continuum, you are less likely to have to provide evidence at lower levels. For example, if you provide evidence at the *Improve* level, evidence at the *Initiate* level has less value to the team since you have data that already supports your engagement and implementation in your results.

There will be processes, practices, and programs within your institution that may be at various stages of implementation or data collection. For example, if you have adopted a new program during the current school year, you may only have evidence at the *Initiate* level at the time of your review; however, you will want to begin collecting results data as a part of your ongoing continuous improvement and analysis of that program.

A smaller number of high-quality pieces of evidence will be much more beneficial to an Engagement Review Team than multiple pieces evidence that may be somewhat related to the practices, processes and programs.

Suggested Evidence List

While there is no required evidence, the list below is designed to assist you in identifying some key high-quality evidence to support the team in understanding the work of your institution. You are encouraged to determine additional high-quality evidence that supports your work and present longitudinal results, where possible, to demonstrate improvement over time. In addition, the evidence on the list below will not only assist the team, but will benefit your institution in the collection, analysis and use of data for continuous improvement efforts.

Suggested Evidence

✓ Analyzed student performance results
✓ Analyzed perception survey results from all stakeholder groups
✓ Analyzed inventory results
✓ Analyzed data from classroom walk-throughs regarding instructional practices
✓ Analyzed data from internal use of eleot® and/or Student Engagement Survey
✓ Analyzed data from professional learning activities
✓ Analyzed program evaluation data
✓ Continuous improvement and/or strategic plan
✓ Staff handbooks
✓ Governing authority policies