

Informing Stakeholders

School:

Visitor:

Date for Plan Discussion:

- When will you meet with your partner school to discuss the plan for informing stakeholders?
(May be a face-to-face meeting, virtual, or by phone)
 - Date is in both the visitor's and principal's calendars.
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Faculty and Staff

- Have you informed everyone who works in your building?
- Ensure all staff familiar with:
 - District Strategic Plan
 - District Mission of Learning First
 - School Improvement Plan
 - How the District Strategic Plan is implemented in your building
 - The importance of how their school implements the district mission, strategic plan, and goals in ways that meet their individual school and student needs.
- When will you show the short accreditation video?
- How will you inform all staff members about the impact of an outside team's feedback on both the school and the district as a whole?

Notes:

**School
Community
Council**

- When will you show the short accreditation video?
- How will you explain the benefits of accreditation and the external team's visit to the district?
- Ensure the SCC familiar with:
 - District Strategic Plan
 - District Mission of Learning First
 - School Improvement Plan
 - How the District Strategic Plan is implemented in your building
 - The importance of how their school implements the district mission, strategic plan, and goals in ways that meet their individual school and student needs.

Notes:

Students

How will you inform students about accreditation (in student friendly language; i.e., "Some people may be visiting our school. They may visit your classroom and may ask you questions—in class or in the halls. Be yourself and answer the questions as best as you can.")?

Notes:

Parents

Make a list of 2-3 parents we can invite to be part of a group interview on October 7.

Have you sent parent names, emails, and phone numbers to Suzanne Cottrell in Professional Learning & Quality Staffing?

Notes:

**General School
Community**

Is the accreditation video posted on your website? (The plan is for this to be pushed out to all school websites in August.)

Is there a brief message from the principal about accreditation on the website?

Things you might include (in less academic language, of course):

- Accreditation is an independent review process to determine if our educational programs meet specific standards.
- Accreditation is not permanent—it is renewed every five years to ensure we continue to meet educational standards.
- Davis School District is accredited as a School System, meaning *all* of our schools K-12 have met the standards of quality.
- DSD was the first district in the state to earn School Systems Accreditation by AdvancED.

Notes:

Other:
