Essential Evidences

The required evidences serve to validate the information provided in The School Profile.

Provide the Visiting Team access (digital or hardcopy) to the following evidences:

- Annual progress report and interim or revisit reports
- Campus map and floor plans
- Continuous school improvement plan
- Current class schedule
- Current inventory of instructional equipment and supplies
- Disaster plan that includes record of emergency drills
- Faculty meeting minutes
- Financial statement for the last full fiscal year
- Hazardous material management plan (asbestos, chemicals, etc.)
- Last audited report with the statement
- Monthly financial statements for the current school year
- Operating budget for current year
- Previous visiting team report
- School board minutes for at least one year
- School bulletin and/or learner handbook
- School constitution and by-laws
- School marketing and recruitment plan
- School safety plan
- Standardized test results administered during the past three years
- Survey data (Learner, Parent, Teacher, etc.)
- Teacher course outlines for each course (secondary)
- Technology plan that includes acceptable use policy for internet