

MSA STANDARD 10: STUDENT SERVICES

Process Used to Complete this section of the Self-Study

This assessment was completed via the following method(s):

a.) a subcommittee comprised of the following individuals:

Committee Member Name	Role in the School Community (e.g. teacher, parent, student, etc.)

**NOTE: Committee size and composition may vary depending upon school size, the topic to be addressed, etc. If needed, add lines to the above chart.

b.) the compilation of _____ total surveys distributed to (indicate # of each)
_____ administration _____ faculty
_____ students _____ board members
_____ parents
_____ other (Identify) _____

c.) Other methods used to determine this assessment:

STANDARD 10: STUDENT SERVICES

The Standard: The school implements written policies and procedures, in partnership with families and the community, that provide all students with, or refer them to, services that are age- and developmentally appropriate to optimize opportunities for life-long success. Student services are systematic and integral to the educational program. They are provided by qualified personnel, sufficiently financed, periodically evaluated, and philosophy/mission appropriate.

Indicators for all schools:

<i>Degree of Implementation</i>	<i>MSA Indicator</i>
	<u>Student Support Services</u>
4 3 2 1 na	Student support services address academic skills development, social skills development, personal growth, and career planning.
4 3 2 1 na	Counselors, administrators, teachers, and/or other staff members share responsibility for providing guidance and support to students.
4 3 2 1 na	The school is sensitive to the critical importance of non-academic needs of students. A process is in place to address students' emotional and social needs.
4 3 2 1 na	Assessment data are used to adapt curriculum and teaching methods, provide personalized counseling, and identify appropriate program placement for students.
4 3 2 1 na	Career awareness activities are provided as appropriate.
4 3 2 1 na	Student support services extend into and incorporate community services as needed.
4 3 2 1 na	Student data are current, comprehensive, and readily available for use by the staff.
4 3 2 1 na	Follow-up studies of graduates and other former students are carried out and data are shared with staff to help determine the effectiveness of the school's educational program and services.
4 3 2 1 na	The school offers an orientation program for new students and their families to share the school's philosophy/mission, policies, procedures, and expectations.
4 3 2 1 na	Families are provided with information about child development, education, and related topics through personal communications, pamphlets, meetings, and referrals to web sites and other resources.
	<u>Transportation Services</u>
4 3 2 1 na	Written policies and procedures are implemented to ensure the

	safety of students when being picked up, transported, and dropped off by transportation provided by the school.
4 3 2 1 na	Appropriate training is provided to transportation providers.
4 3 2 1 na	Transportation services provided or contracted by the school meet the safety requirements of all appropriate legal authorities.
	<u>Food Services</u>
4 3 2 1 na	Student dining areas are functional and hygienic.
4 3 2 1 na	Meals provided by the school meet generally accepted nutritional standards. Information about nutritional values of the foods is available.
4 3 2 1 na	Appropriate training is provided to food services providers.
4 3 2 1 na	Food services personnel meet the health requirements of all appropriate authorities.
4 3 2 1 na	Food service facilities are inspected regularly and meet the health and safety requirements of all appropriate authorities.
	<u>Services for Students With Special Needs</u>
4 3 2 1 na	The school implements written policies and procedures to identify and address the needs of students with special needs.
4 3 2 1 na	The school provides or refers families to appropriate related services and/or accommodations to meet student needs.
4 3 2 1 na	As applicable, the school is in compliance with all local, state, and federal requirements related to students with special needs.
	<u>Admissions and Placement</u>
4 3 2 1 na	The school implements written admissions policies and procedures.
4 3 2 1 na	The school implements written policies and procedures for placement of students in appropriate programs and levels.
4 3 2 1 na	Applicants for enrollment and their families are clearly informed of the philosophy/mission of the school, the nature and extent of the educational program and services available, tuition and fees (if applicable), school policies, and expectations for satisfactory student performance.
4 3 2 1 na	The school accepts students for whom there is a reasonable expectation of success in the educational program as appropriate and interpreted by law.
4 3 2 1 na	All statements and representations relating to the school's educational programs, services, and resources are clear, accurate, and current.

Indicators for Faith-Based Schools:

<i>Degree of Implementation</i>	<i>MSA Indicator</i>
	<u>Student Support Services</u>
4 3 2 1 na	The guidance/counseling services reflect the school's religious identity and mission.
4 3 2 1 na	Counseling and campus ministry personnel cooperate on programs addressing emerging student needs.
4 3 2 1 na	Guidance services support the development of the faith-based community of the school.
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Indicators for schools that provide distance education:

<i>Degree of Implementation</i>	<i>MSA Indicator</i>
4 3 2 1 na	Prior to admission, prospective students and their parents/guardians are advised about the self-motivation and commitment needed for successful distance learning and the technical competence required to participate and learn in the educational program.
4 3 2 1 na	Admissions inquiries are handled in a prompt and thorough manner.
4 3 2 1 na	Adequate advisory services are available for students who are having difficulty with their studies as well as for those who are rapid learners.
4 3 2 1 na	Students are actively encouraged to start, continue, and finish the program in which they have enrolled.
4 3 2 1 na	The institution implements written policies and procedures to evaluate students' previous academic work and to provide fair and consistent credit for their previous studies or work experience.

What are the school's strengths in meeting this standard?

What are the school's needs in meeting this standard?

Prioritize any plans for improvement for meeting this standard.