



January/February 2022



KESA is your state accreditation model. Being state accredited, whether that be fully accredited or conditionally accredited, tells your stakeholders that you are actively working on a process of improvement that will not only demonstrate consistent academic growth in student learning for each student; but also working towards meeting or exceeding specific standards of **quality** set forth by the Kansas State Board of Education. It is your systems' evidence of the

improvement of student academics and quality of learning as well as public accountability. As you contemplate your work around KESA, and its efforts to change education for students in Kansas, remember, that many times our attitude determines our direction; and a different perspective can be a vessel of great change.

## From the Director:

Welcome to 2022! The new year brings the opportunity to review and renew the accreditation and school improvement work and ask if your system is ready for the spring accreditation visit.

The Accreditation Review Council is preparing to review approximately 35% of our Kansas School Systems. This newsletter provides information for systems at any place in their accreditation process, and our team is here to help. Check out the Quick Link Resources on page 12 for links to previous newsletter content and common KESA information.

Have a fantastic start to the new year, and please reach out to staff, or use the email address [accreditation@ksde.org](mailto:accreditation@ksde.org) to ask questions. Stay in touch as questions arise and plan to attend any of our Zoom training opportunities that might be helpful moving into this semester!

*Mischel*

Mischel Miller, Ed.D.





## Things to do for KESA On-site Visits in the Winter January through May 2022

### Systems

| GOAL   | CHECK DONE               |
|--|--------------------------|
| <input checked="" type="checkbox"/> 1. Submit the Yearly System Report at least 30 days before the on-site visit             | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> 2. Host on-site visit  | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> 3. Review the OVT Annual Report for suggestions and possible next steps                  | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> 4. Share OVT report with local governing agency and stakeholders                         | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> 5. Continue process of data review, evaluation of strategies, and progress toward goals  | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> 6. Review and revise goals or strategies as needed for implementation the following year | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> 7. Make any necessary adjustments to action plans, professional development plans, etc.  | <input type="checkbox"/> |

### OVT Chairs/Teams

| GOAL  | CHECK DONE               |
|---|--------------------------|
| <input checked="" type="checkbox"/> 1. OVT meets and prepares for on-site visit   | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> 2. OVT Chair and members determine areas of responsibility for writing the OVT Annual Report                              | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> 3. Review the System Yearly Report, Accountability Report and any other pertinent data                                    | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> 4. Prepare questions to ask during the on-site visit  | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> 5. Conduct the on-site visit; OVT chair serves as facilitator of visit  | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> 6. Write the OVT Annual Report; submitted in the authenticated application by the chair no later than 30 days after visit | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> 7. Follow up with systems as needed   | <input type="checkbox"/> |

Year 5 System Visits must be completed by March 2022. All others have through May 2022.



## General Information

### Adding Hyperlinks in the KESA Authenticated App

Please provide your evidence by attaching documents in the Artifacts section. The use of hyperlinks in the application may cause computer security issues for KSDE and should only be used if there are no other options.

If you must use hyperlinks, you will need to embed them in your KESA report as follows:

1. In the “Telling Your Story” section of the report, write in bold that the **“PDF of this report has been placed in the Artifact section so that links could be accessed.”** This should be the first sentence of the report.
2. Go to district reports and open your System Yearly Report for that year.
3. Save the System Yearly Report on your computer as a pdf by changing the district report extension (.ashx) at the end of the document title to .pdf.
4. In your KESA application, go to Artifacts in the Systems Response section on the left side of the application. Once there do the following:
  - a. Select the year in KESA of your system.
  - b. Under Artifact Type select “Other”.
  - c. In the comment section write: PDF - System Yearly Report – Year (#) with Hyperlinks.
  - d. Add the report to the Artifact section.



## AAC Meeting

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The next meeting of the Kansas Education Systems Accreditation Advisory Council (AAC) will be on Monday, February 7<sup>th</sup> from 9:00 – 3:00, and it will be held via Zoom.

The AAC is pleased to welcome three new members who will be joining the Council this year.

- Elementary Licensed Staff Representative, Jada Conley (Vermillion)
- Middle School Administrator Representative, Kevin Hedrick (Pretty Prairie)
- High School Administrator Representative, Toby Countryman (Quinter)

Welcome, and thank you for your willingness to serve!

## ARC Member Nomination Survey

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KSDE is seeking nominations to fill positions on the Accreditation Review Council, which is comprised of 25 members that represent all ten state board districts. Membership includes representatives from higher education, PK-12 central office, PK-12 building leadership, PK-12 classroom teachers with representation from PK-4, 5-8, and 9-12, community stakeholders, private school representation, Membership on the council is 3 years and may be extended. The positions to be filled will begin immediately.

The link to the survey is [https://ksde.sjc1.qualtrics.com/jfe/form/SV\\_4U8yywamlW3t8DY](https://ksde.sjc1.qualtrics.com/jfe/form/SV_4U8yywamlW3t8DY) and the nomination deadline is Wednesday, January 26, 2022 at 5:00 p.m. Any questions can be directed to Jeannette Nobo.

## KESA Guidance Document

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Over the past several months the KESA team, along with invaluable work from the Accreditation Advisory Council (AAC), has revised the KESA Guidance Document. This document will focus on the



essential elements of the KESA work, process and yearly reporting. The purpose is to serve as a guide and resource as you do the important work of continuous improvement and accreditation. The document is in its final formatting phase and will be available very shortly. Once the graphic designers finalize it, the KESA team will post it on its website, and send you the link to it.

## KESA Update and Support Meeting

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REMINDER: [Register here](#) for the next KESA Support Zoom, scheduled from 9:00 – 10:00 a.m., on January 11, 2022. Agendas, PowerPoints and zoom recordings can be accessed using the following link: [KESA Update and Support Meeting Resources](#) . This link can also be found on the Quick Link Resources on page 12.

## OVT Chair Training Opportunity

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To help prepare OVT members to serve as OVT Chairs we have scheduled a couple of zoom trainings to satisfy the requirement for serving as an OVT Chair. Both trainings are identical, so it is only necessary to register and attend one of the two dates. If you cannot make either of the dates, please contact John Girodat at [jgirodat@ksde.org](mailto:jgirodat@ksde.org) directly, or send an email to [accreditation@ksde.org](mailto:accreditation@ksde.org) as soon as possible and we can make arrangements for additional training dates if necessary.

### JANUARY 12<sup>th</sup> Meeting 1:00-3:00

Register in advance for this meeting:

<https://ksde.zoom.us/meeting/register/tZAKc-isqz0vG9Qd6s2rwsSstWNRG9C2epqG>



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After registering, you will receive a confirmation email containing information about joining the meeting.

## January 18<sup>th</sup> Meeting 9:00-11:00

Register in advance for this meeting:

<https://ksde.zoom.us/meeting/register/tZMsfuCprjIjG9Gt1vS0t3iedW8Z9V-Pyyla>

After registering, you will receive a confirmation email containing information about joining the meeting.

These are NOT the links to the zoom meeting. You must click on the link and register for the zoom in advance of the meeting. Once you do this you will be sent the link to the zoom meeting. If you have questions or trouble registering please feel free to reach out to John Girodat at [jgirodat@ksde.org](mailto:jgirodat@ksde.org) , or the KESA team at [accreditation@ksde.org](mailto:accreditation@ksde.org).

## Year 5 System Training

Systems scheduled for an accreditation visit this year were offered three opportunities to attend a two-hour training with KESA staff. The outcomes of this training included the following:

To be able...

- to confidently go through accreditation this year
- to describe the Accreditation Review Council process and role
- to explain the levels of accreditation
- to competently complete a Year Five report (System/OVT)
- to access KESA Resources
- to move seamlessly to reaccreditation (next cycle)



As part of a review of the KESA [Accreditation Criteria](#), staff asked the participants the following questions:

Q1. What themes did you recognize? (word clouds)





## Q2. What is the difference between Generally and Assuredly?

| <b>Assuredly</b>  | <b>Generally</b>   |
|---|--|
| All   | Partial  |
| Intentional and Comprehensive   |  |
| All buildings included  |  |
| Absolutely supported by evidence  | Partial, some  |
| Always showing complete evidence  | Sometimes showing or providing partial evidence            |
| Assuredly includes all buildings  |  |
| Embedded into the system  |  |
| the system has implemented and can maintain procedures/policies for student improvement |  |
| Almost Always   | Sometimes  |
| Part of the school culture  |  |
| Implemented   | Implies missing or incomplete                              |
| It is fully and effectively implemented   | Implementation   |
| You are doing it as intended (meeting expectations)                                     | You have started or have gaps or are not fully implemented |
| <b>Assuredly is an A+</b>   | <b>Generally is a C</b>                                    |

## Q3. Having reviewed the criteria what surprises did you have in relation to your system?

- A little surprised that it's the OVT summary that will show our progress to the criteria
- I don't recall the criteria in #5 and #7 having such an emphasis in previous years within the KESA process
- It was a great tool to ensure what we need
- N/A
- No real surprises with my year 5 school. This is something that we should be reviewing with our Year 4 schools to ensure they haven't forgotten something.
- No surprises really - I appreciate the clarity.
- None (6)
- None. As expected
- None. It is helpful
- Not surprised, but appreciated the clarity of expectations.
- Some language in the criteria can be broad and vague... still not sure what causes "assuredly" vs. "generally" in a real sense of the report.
- That we started the 5 years without this - understand why, but we are still being reviewed on criteria we haven't had
- The bulk of information is still overwhelming
- Wish we had the criteria before today!!

The link to one of these training videos will be forthcoming.





## Other KESA-related News

### Professional Development (PD)

Earn Professional Development points for “Service to the Profession” by volunteering with any of the following:

- Accreditation Advisory Council
- Accreditation Review Council
- Outside Visitation Team
- Higher-Ed Accreditation (See Page 11 and contact Catherine Chmidling)

The new Professional Development/In-service Plan Checklist and Plan Review Tool and the PD statutes and regulations are available on the [website](#) or from the links below..

[2021-26 PD Plan Checklist and Review Final.pdf](#)

[5-year Inservice Plan review PD Statutes and Regs 2021.pdf](#)

Please use this checklist to ensure that your 5-year professional development plan has the minimum components required based on the criteria established by the State Board and Kansas statutes and regulations. The checklist also contains instructions on how to mark your plan before turning it in to KSDE for review. Besides ensuring that all required components are included in your plan, KSDE hopes this process will shorten its plan review time so it can give its recommendations to the Board of Education as soon as possible after you submit your plan. We are currently working on reviewing plans that were due on 8/1/2021 or before and verifying KESA Compliance.

If you have any questions about the tool or need to submit a plan for review, please email Ed Kalas, Education Program Consultant, at [ekalas@ksde.org](mailto:ekalas@ksde.org).



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## Mentoring

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KSDE staff is currently reviewing mentoring plans. If you have any questions about KESA Compliance and/or mentoring plans, please email Ed Kalas, Education Program Consultant, at [ekalas@ksde.org](mailto:ekalas@ksde.org).

### Mentor Programs Application

The Mentor Programs application is not available at this time. Once the Licensed Personnel Report/Spring Vacancy reports are closed, and the School Year 2021-2022 licensure data snapshot is completed, Mentor Programs will be open. The estimated opening date of Mentor Programs is March 15, 2022. Once the application is open, districts may add new mentors and mentees, and update information submitted in the fall as applicable. The projected submission window for Mentor Programs is March 15, 2022 – May 1, 2022. If you have questions about mentor programs, please email Leslie Bruton at [lbruton@ksde.org](mailto:lbruton@ksde.org) or Shane Carter at [scarter@ksde.org](mailto:scarter@ksde.org).

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## Licensing

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### License Personnel Report (LPR) and Spring Vacancy Submission

The submission window for the Licensed Personnel Report (LPR) and the Spring Vacancy Report is now open for submission. The deadline to submit your report is 5:00pm (CST) March 1<sup>st</sup>, 2022.

You may access the Licensed Personnel Report webpage to access useful documents to assist with submitting you report. Below is a link to the webpage:

<https://www.ksde.org/Agency/Division-of-Learning-Services/Teacher-Licensure-and-Accreditation/Licensure/Licensed-Personnel>

If you are interested in scheduling training with the licensure team, please email Leslie Bruton at [lbruton@ksde.org](mailto:lbruton@ksde.org) or Shane Carter at [scarter@ksde.org](mailto:scarter@ksde.org).

### Kansas Licensure Application System (KLAS) Updates

At this time, the Form 21 Upgrade an Initial Teaching, School Specialist or School Leadership License to a Professional License Based on Mentoring application is under construction within the KLAS platform. The Form 21 application has an estimated release date of February 1, 2022. A listserv notice will be sent once the application is functional within the KLAS Platform.



## Higher Education Accreditation

Accreditation is the foundation of educator preparation in Kansas. Each educator preparation provider (college or university education department), must hold Kansas State Board of Education accreditation in order to offer approved preparation programs leading to Kansas licensure. The Kansas State Department of Education uses a peer review process and accreditation standards adopted from the Council for the Accreditation of Educator Preparation (CAEP) [2022 CAEP Standards - Council for the Accreditation of Educator Preparation \(caepnet.org\)](#). Accreditation is a 7-year cycle, including a self-study and evidence from the provider institution, and peer evaluation from a team of trained P-12 and higher ed reviewers. Preparation providers must have their practices, policies, and outcomes reviewed regarding 1) preparing teacher-candidates with Content and Pedagogical Knowledge, 2) Clinical Partnerships and Practice, 3) Candidate Recruitment, Progression, and Support, 4) Program Impact, and 5) the provider's Quality Assurance System and Continuous Improvement.

### Higher Ed Program Review

Program Review is vital to maintaining strong educator preparation in Kansas. Every semester the Kansas State Department of Education holds reviews of teacher preparation programs. Each KSDE-accredited institution's programs are reviewed on a 7-year cycle, with program reviews held 18 months in advance of the Education unit's accreditation visit. Reviews of proposed new

programs are scheduled on an as-needed basis. Higher education institutions must have State Board of Education approval of all educator preparation programs for which they wish to make Kansas educator licensing recommendations.

Trained reviewers thoroughly examine the description and supporting documents of an educator preparation program in their content area, and work with fellow team members (4-5 reviewers per content area) to determine whether the program meets the Kansas higher education preparation program standards for that content area, write any Areas for Improvement (AFIs), and complete a program review team report using a provided template. The program review process is designed to be transparent and iterative, supporting continuous improvement.

KSDE is always seeking additional P-12 and Higher-Ed reviewers for both higher ed accreditation and program review. Accreditation focuses on the preparation provider's policies, P-12 partnerships, and oversight of programs, while program review is specific to the content and pedagogy of each license content area. Training is provided by the Council for the Accreditation of Educator Preparation for accreditation reviews, and by KSDE for program reviews.

Program Contact: Catherine Chmidling, PhD,  
Education Program Consultant – Higher Education  
(785) 291-3573, [cchmidling@ksde.org](mailto:cchmidling@ksde.org)



## Quick Link References

The list below links to the areas on the KESA website that have been mentioned in previous newsletters and that provide information or help for frequently requested information.

Email for all questions, comments, and system-specific support- [accreditation@ksde.org](mailto:accreditation@ksde.org)

[Accreditation Criteria for ARC and OVT](#)

[Board Outcomes](#)

[Foundational Structures](#)

[KESA Compliance Areas](#)

[KESA Regulations](#)

[KESA Update and Support Meeting Resources](#)

[List of the 95 systems scheduled for an accreditation review this 2021-2022 school year](#)

[List of those trained as OVT members and/or OVT Chairs](#)

[OVT Training ONLINE](#)



## KESA Staff



Mischel Miller, Director of Teacher Licensure and Accreditation  
785-296-8010     [mmiller@ksde.org](mailto:mmiller@ksde.org)



Jeannette Nobo, Assistant Director for Accreditation (KESA)  
785-296-4848     [jnobo@ksde.org](mailto:jnobo@ksde.org)



Myron Melton, KESA Coordinator for KESA  
785-296-8110     [mmelton@ksde.org](mailto:mmelton@ksde.org)



John Girodat, Education Program Consultant, KESA  
785-368-7356     [jgirodat@ksde.org](mailto:jgirodat@ksde.org)



Ed Kalas, Education Program Consultant, Professional Learning/Mentoring  
785-296-2198     [ekalas@ksde.org](mailto:ekalas@ksde.org)

Thank you for all you are doing to improve education for students across Kansas.  
From the KESA Staff

Mischel, Jeannette, Myron, John, and Ed



For more information, contact:

KESA  
Division of Learning Services  
Teacher Licensure and Accreditation  
Mischel Miller, Jeannette Nobo, Myron  
Melton, John Girodat and Ed Kalas  
(785) 296-8012  
[accreditation@ksde.org](mailto:accreditation@ksde.org)



Kansas State Department of  
Education 900 S.W. Jackson Street,  
Suite 102  
Topeka, Kansas 66612-1212  
(785) 296-3201  
[www.ksde.org](http://www.ksde.org)

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