

Policy for Schools Substantially Changing Educational Program During The Period of Accreditation

APPLICATION: This policy applies to any Adventist school that plans to substantially change the delivery of educational programs during a voted accreditation term. The school, in cooperation with the local conference office of education, **must seek prior approval** for such a change in program from the union office of education.

RATIONALE: To ensure quality Adventist education despite a substantial change in the school's program, to guard the integrity of the school evaluation process, and to maintain the authenticity of accreditation and credibility with accrediting agencies (NCPSA, CITA, and regional accrediting entities), the North American Division Office of Education (NADOE) on behalf of the North American Division Commission on Accreditation (NADCOA) as representative of the Accrediting Association of Seventh-day Adventist Schools, Colleges, and Universities, Inc. (AAA), will conduct a special on-site evaluation revisit to any Adventist school within the Division which is determined to have a substantially changed educational program.

CRITERIA: A school would be considered to have a substantially changed educational program if any of the following apply.

- significant changes in the delivery system such as unapproved integration of courses, unapproved distance education providers, etc.
- significant change in the courses and/or credits resulting in non-compliance with union education code
- permanent relocation of the school without conference approval
- addition or transfer of programs to new or different facilities
- significant loss of certified and/or endorsed faculty
- health/safety issues that have been unresolved
- declaration of financial exigency or bankruptcy
- any other change judged by the union office of education to have substantially changed the school's educational program

PROCESS:

Initiation of Action:

1. A request for a special evaluation revisit may be initiated by any of the following four entities: a school board, local conference K-12 Board of Education, union K-12 Board of Education and/or the NAD Office of Education. Ideally, the request for and completion of a special evaluation revisit would be made prior to any substantial change in the educational program to avoid a potential disruption in accreditation status.
2. The NADOE in consultation with the union Office of Education will determine whether the rationale for the requests meets the criteria for action.

Implementation of Action:

3. The NADOE will appoint a special revisit committee comprised of at least three committee members for K-8 and K-10 schools, and five committee members for NAD recognized senior academies. The committee should include at least one member from the last full evaluation visiting committee.
4. The special revisit committee will assess the schools program utilizing the standards found in the *Evaluative Criteria for Seventh-day Adventist Schools* and relevant information from the previous school self-study report and visiting committee report.
5. The special revisit committee will recommend to the NADCOA one of the following actions. The recommendation should include a description of the substantial change in program and a justification statement for the recommended action. The visiting committee may make additional recommendations or request action plans that would be required to be addressed in subsequent progress reports or evaluations.
 - a) Continuation of the previously voted term of accreditation
 - b) Probation
 - c) Denial of accreditation

Disposition of Action:

6. The NADCOA will review the recommendation and take final action in a timely manner and report the action to all entities the school, local conference, and union offices of education.