Administrator Overview Letter

December 2010

Dear Administrators of New Schools Applying for Pre-Accreditation:

In June 2009, the Wisconsin State Legislature authorized our Institute to implement a process for determining which schools to pre-accredit as a prerequisite for their enrollment in the Milwaukee Parental Choice Program. The Institute is committed to implementing a highly professional process for determining which private schools are in compliance with the requirements for pre-accreditation specified in Wisconsin 2009, Act 129.

Six attachments accompany this letter:

Attachment A – Steps of the Pre-accreditation Process
Aligns the roles of the New Schools Approval Board and Applicant Schools for each step of the pre-accreditation process.

Attachment B – Preparations of the Educational Plan for the Initial Review
Lists of required documents and questions to answer for eight areas of the Educational Plan for 2011-2012. All documents require board-approval dates.

Attachment C – Preparations for the On-Site Visits and Interviews
Contains the indicators and rubrics for the eight areas of the Educational Plan.

Attachment D – Request for Participation and Pre-Accreditation for 2011-2012
References all applicable procedures and includes a waiver of the right to sue the Institute for the Transformation of Learning and Marquette University as a result of any decision made during the pre-accreditation process.

Attachment E – Department of Public instruction, Chapter PI 35.02 – Milwaukee Parental Choice Program
Contains the State Legislation affecting participation in the Milwaukee Parental Choice Program.

Attachment F – Summary of 2009 Wisconsin Act 28
Summarizes the DPI’s interpretations of changes effective in the 2010-2011 school year for schools enrolled in the Milwaukee Parental Choice Program.

Call, email or visit with me if you have any questions.

Best wishes as you prepare your Educational Plan to be a clear, persuasive and practical blueprint for opening a school that demonstrates its capacity and readiness to become an effective school for students in Milwaukee.

Onward . . .

Dr. Robert A. Pavlik
Executive Director