



Middle States Commissions on Elementary and Secondary Schools
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POLICY 2.2

MSA-CESS (PK-12) MEMBERSHIP AND ACCREDITATION COMMITTEE

The Bylaws of the Middle States Association of Colleges and Schools (Adopted and Effective January 1, 2011) specify that there shall be three accrediting units within the Association. In addition, the Bylaws provide for a joint committee of the Commissions on Secondary and Elementary Schools [hereafter referred to as "the Commissions"] to act on behalf of Commissions to evaluate and recommend accreditation actions to the Commissions institutions providing PK through grade 12 education and institutions in Puerto Rico, the Virgin Islands, and institutions located outside the United States. (*Article VI --The Commissions and Accreditation*).

2.2.1. Purposes of the MSA-CESS (PK-12) Membership and Accreditation Committee.

The purposes of the MSA-CESS (PK-12) Membership and Accreditation Committee of the Commissions on Elementary and Secondary Schools are to:

- a. recommend to the Commissions on Elementary and Secondary Schools policies that govern the cooperative activities of the Commissions regarding the institutions within its jurisdiction; and
- b. recommend to the Commissions accreditation actions for institutions within its jurisdiction.

2.2.2. Authority. The MSA-CESS Membership and Accreditation Committee derives and maintains its authority to conduct accreditation activities with the consent and approval of the Commission on Elementary Schools (MSACES) and the Commission on Secondary Schools (MSACSS).

2.2.3. Jurisdiction. The Commission on Elementary Schools and the Commission on Secondary Schools assign to the MSA-CESS (PK-12) Membership and Accreditation Committee the jurisdiction of any PK – 12 institution that includes one or more articulated elementary and secondary sub-units. Also included under the jurisdiction of the MSA-CESS (PK-12) Membership and Accreditation

Committee are institutions in the ascending/descending grades protocol that include grades served by both Commissions, school systems, Educational Service Agencies, Learning Services Providers, and institutions located in Puerto Rico, the U.S. Virgin Islands, and outside the United States. Accreditation actions shall be taken by both the Commission on Secondary Schools and the Commission on Elementary Schools.

- 2.2.4. Membership of the MSA-CESS (PK-12) Membership and Accreditation Committee. The MSA-CESS (PK-12) Membership and Accreditation Committee shall consist of six Commissioners—three from each Commission. Two Commissioners, one from each Commission, shall serve as Co-Chairs of MSA-CESS (PK-12) Membership and Accreditation Committee. The Chairs of the Commission on Elementary Schools and the Commission on Secondary Schools shall be responsible for ensuring the full MSA-CESS (PK-12) Membership and Accreditation Committee membership. The Associate Director for MSA-CESS (PK-12) accreditation serves as the staff liaison for both Commissions. The Chairs of the Commissions, the President of the Commissions, and the Associate Director for MSA-CESS (PK-12) accreditation are *ex officio* members of the MSA-CESS (PK-12) Membership and Accreditation Committee.
- 2.2.5. Meetings. There shall be a minimum of two meetings of the Committee each academic year (usually in conjunction with the fall and spring meetings of the Commissions). Additional meetings may be convened at the call of the Associate Director for MSA-CESS (PK-12) accreditation or one/both of the Co-Chairs of the MSA-CESS (PK-12) Membership and Accreditation Committee.
- 2.2.6. Advisory Committee Review. The reports of MSA-CESS (PK-12) Membership and Accreditation Committee visiting teams shall be reviewed by the appropriate readers or advisory committees prior to recommendations' being made to the MSA-CESS (PK-12) Membership and Accreditation Committee.
- 2.2.7. Dues and Fees Income from MSA-CESS Membership and Accreditation Committee Accreditation Institutions. Fifty percent of all fees and dues revenues realized from institutions within the MSA-CES (PK-12) Membership and Accreditation Committee's accreditation jurisdiction are distributed to each Commission.

- 2.2.8. Award of Accreditation. Accreditation of institutions accredited through the MSA-CESS (PK-12) Membership and Accreditation Committee is awarded by a majority vote of each Commission upon the recommendation of the MSA-CESS (PK-12) Membership and Accreditation Committee.
- 2.2.9. Policies for the MSA-CESS (PK-12) Membership and Accreditation Committee. The MSA-CESS (PK-12) Membership and Accreditation Committee operates in compliance with the policies of the Commissions on Elementary and Secondary Schools.
- 2.2.10. Date of Accreditation. An institution’s date of accreditation following the granting of accreditation by both Commissions shall be December 1 for actions taken at fall Commission meetings and May 1 for actions taken at spring Commission meetings.
- 2.2.11. MSA-CESS (PK-12) Membership and Accreditation Committee Budget. The budget for MSA-CESS (PK-12) Membership and Accreditation Committee shall be incorporated in the budgets of the Commission on Elementary Schools and the Commission on Secondary Schools.

Action	Date	Notes
Initial Adoption	MSA-CES: October 28, 2011 MSA-CSS: October 29, 2011	
Revisions		