



APPLICATION FOR NON-PUBLIC SCHOOL ACCREDITING AGENCY

_____ **Initial Application**

___X___ **Renewal Application**

Instructions:

1. All applications must be typed.
2. Applying agencies may refer to a specific regulation of the Tennessee State Board of Education if the agency plans to adopt that regulation as it is written.
3. The applicant agency may use additional sheets to answer any section of this application.

Section I (Demographics)

- A. Name of Agency Diocese of Nashville Catholic Schools Office
- B. Physical Address St. Mary Villa, 30 White Bridge Rd.
- C. City Nashville State Tennessee Zip 37205
- D. Phone Number (615) 352-7218
- E. Website www.dioceseofnashville.com
- F. Chief Operating Officer Dr. Therese S. Williams
- G. National, regional, or professional affiliations:
Southern Association of Colleges and Schools (SACS/AdvancED); Southern Association of Independent Schools (SAIS); National Catholic Education Association (NCEA); Association for Supervision and Curriculum Development (ASCD); Chief Administrators of Catholic Education (CACE); Tennessee Association of Independent Schools (TAIS)

Section II (Member Schools)

- A. Number of member schools at the time of this application: 21 schools
- B. Please provide names, addresses, and telephone numbers of member schools which have at least ten (10) full-time students. Make additional copies of this page as needed.

1.	Name	Christ the King School	
	Address	3105 Belmont Blvd., Nashville, TN 37212	
	Phone	(615) 292-9465	
	Number of full-time students	261 students (PreK-8)	
2.	Name	Holy Rosary Academy	
	Address	190 Graylynn Dr., Nashville, TN 37214	
	Phone	(615) 883-1108	
	Number of full-time students	363 students (PreK-8)	
3.	Name	Overbrook School	
	Address	4210 Harding Rd., Nashville, TN 37205	
	Phone	(615) 292-5134	
	Number of full-time students	321 students (PreK-8)	
4.	Name	St. Ann School	
	Address	5105 Charlotte Ave., Nashville, TN 37209	
	Phone	(615) 269-0568	
	Number of full-time students	163 students (K-8)	
5.	Name	St. Bernard Academy	
	Address	2020 24 th Ave. S., Nashville, TN 37212	
	Phone	(615) 385-0440	
	Number of full-time students	317 students (PreK-8)	
6.	Name	St. Edward School	
	Address	190 Thompson Lane, Nashville, TN 37211	
	Phone	(615) 833-5770	
	Number of full-time students	427 students (PreK-8)	
7.	Name	St. Henry School	
	Address	6401 Harding Rd., Nashville, TN 37205	
	Phone	(615) 352-1328	
	Number of full-time students	690 students (PreK-8)	
8.	Name	St. Joseph School	
	Address	1225 Gallatin Rd. S., Madison, TN 37115	

	Phone	(615) 865-1491
	Number of full-time students	344 students (PreK-8)
9.	Name	St. Pius X Classical Academy
	Address	2750 Tucker Rd., Nashville, TN 37218
	Phone	(615) 255-2049
	Number of full-time students	95 students (PreK-8)
10.	Name	Immaculate Conception School
	Address	1901 Madison St., Clarksville, TN 37043-5001
	Phone	(931) 645-1865
	Number of full-time students	143 students (K-8)
11.	Name	School of the Good Shepherd
	Address	2037 Decherd Blvd., Decherd, TN 37324-3829
	Phone	(931) 967-5673
	Number of full-time students	64 students (PreK-8)
12.	Name	St. Matthew School
	Address	533 Sneed Rd., West, Franklin, TN 37069
	Phone	(931) 662-4044
	Number of full-time students	426 students (K-8)
13.	Name	St. John Vianney School
	Address	501 North Water St., Gallatin, TN 37066
	Phone	(615) 230-7048
	Number of full-time students	125 students (PreK-8)
14.	Name	Sacred Heart School
	Address	220 Berger St., Lawrenceburg, TN 38464
	Phone	(931) 762-6125
	Number of full-time students	64 students (PreK-8)
15.	Name	Sacred Heart School
	Address	307 Church St., Loretto, TN 38469 (P.O. Box 277)
	Phone	(931) 853-4388
	Number of full-time students	70 students (PreK-8)
16.	Name	St. Patrick School
	Address	175 St. Patrick St., McEwen, TN 37101
	Phone	(931) 582-3493
	Number of full-time students	83 students (PreK-8)
17.	Name	St. Rose of Lima School

	Address	1601 N. Tennessee Blvd., Murfreesboro, TN 37130
	Phone	(615) 898-0555
	Number of full-time students	385 students (PreK-8)
19.	Name	Father Ryan High School
	Address	700 Norwood Dr., Nashville, TN 37204
	Phone	(615) 383-4200
	Number of full-time students	948 students (grades 9-12)
20.	Name	Pope John Paul II High School
	Address	117 Caldwell Dr., Hendersonville, TN 37075
	Phone	(615) 822-2375
	Number of full-time students	609 students (grades 9-12)
21.	Name	St. Cecilia Academy
	Address	4210 Harding Rd., Nashville, TN 37205
	Phone	(615) 298-4525
	Number of full-time students	249 students (grades 9-12)

Section III (Objectives and Philosophy)

List the administrative objectives and state the educational philosophy for your agency.

The mission of the Catholic Schools of the Diocese of Nashville is to promote a love for and a knowledge of Christ through a quality education in the Catholic tradition.

Through the mission of the Catholic School's Office and as a ministry of the universal Church, the schools of the Diocese of Nashville strive to provide an exceptional Catholic educational experience open to all in Middle Tennessee. By offering a balance of love, faith, academics, service, fine arts, and athletics, the schools of the diocese seek to develop the whole child in the image of Christ.

The Schools of the Diocese of Nashville, in conjunction with the Diocesan Schools' Office, believe the following:

1. All individuals are unique and created in the image and likeness of God; each student should be valued as a unique individual.
2. Parents are the first teachers of their children. Catholic schools support, develop, and enrich the faith development that begins in the home.
3. All students can learn.
4. Catholic schools provide academic excellence in the Catholic tradition, and foster high standards of academic achievement, as well as spiritual, social, physical, emotional, and character development.
5. A safe, supportive and nurturing learning environment promotes student achievement.
6. Students learn in different ways and should be provided with a variety of instructional strategies to support and address diverse learning styles.
7. Within the context of Catholic values, the school should encourage and celebrate diversity.
8. Faculty and staff working in Catholic schools should model both Christian behavior and the highest professional and ethical standards.
9. Catholic schools provide students with opportunities to serve others in response to the gospel.
10. Catholic schools educate students in the historical foundation of and heightened awareness for social justice.

Section IV (Agency Employment Standards)

List educational and experience qualifications for the professional personnel employed by the agency.

	<u>Position</u>	<u>Qualifications</u>
1.	Teachers are hired by the school principal.	
2.	All teachers are licensed through the state of Tennessee.	
3.	Records are retained at the local school offices.	

Section V (Agency Professional Employees)

List names of full-time agency professional employees, position title, and brief job description. Attach additional information as necessary.

<u>Name</u>	<u>Position/Title</u>	<u>Job Description</u>	
1.	Most Rev. David Perkin	Moderator of the Curia	Oversees entire educational program for the Diocese of Nashville
2.	Dr. Therese S. Williams	Superintendent of Schools	Oversees all aspects of the Catholic School System
3.	Alice Valiquette	Curriculum Director	Provides assistance to the Superintendent
4.	Sue H. Higdon	Director of Professional Staff Development	Provides assistance to the Superintendent
5.	Pam Beaver	Administrative Assistant	Provides assistance to the Superintendent and other members of the Catholic Schools Office

Section VI (Types of Membership)

A. Does your agency allow member schools to operate satellite home schools as defined in T.C.A. 49-6-3050(a)(2)?

Yes _____

No X _____

B. Describe the levels or types of membership granted to schools in your agency.

Type of Membership

Description

1.	Full Approval	For schools which meet the agency's requirements
2.	Conditional	For schools which have significant requirement deficiencies; deficiencies must be remedied within one year from notification

Section VII (General Policy for Accepting Member Schools)

Describe the general policy of the agency for accepting member schools. (Examples: funding source, denominational ties, meeting agency standards, etc.)

All Catholic schools in the Diocese of Nashville are accepted as members. Catholic schools built in the future will be automatically accepted as participating members.

Section VIII (Agency’s Member School Approval Process)

A. Explain the agency’s school approval procedure by listing the steps in these processes.

1. Initial approval process for a member school;

Seventeen of the 20 schools in the Diocese of Nashville are accredited as part of AdvancED district accreditation; the remaining three schools are individually accredited by AdvancED. All schools follow the process outlined by AdvancED to apply as a candidate for accreditation.

2. Annual re-evaluation process for a member school;

The AdvancED district accreditation evaluation process is for schools to receive an internal site visit once every five years conducted by the district Quality Assurance Team. Every five years the schools accredited as a district are visited by an AdvancED Quality Assurance Team as part of renewing the district accreditation.

3. Revocation of approval/appeals procedures;

AdvancED has a process for revoking school approval which the Diocese of Nashville follows in the district accreditation process.

4. Technical assistance provided to address a member school’s deficiencies;

Members of the internal Quality Assurance Review team are available to provide assistance to member schools should the internal review team visit reveal deficiencies.

5. Internal agency review process for school approval procedure;

The internal Quality Assurance Review team follows the review processes established by AdvancED.

6. Other process as appropriate.

B. Attach all documents which directly affect this item, including an application form and a current copy of your approval procedure.

Section IX (Course Title Approved by the Agency)

- A. List or attach a list of all subject and/or course titles which the agency approves for grades K-12 and the grade level(s) at which each course is taught.

Listed below are subjects taught in Grades PreK-8:

Subject	Grades PreK-K	Grades 1-2	Grades 3-4	Grades 5-6	Grades 7-8
Religion	X	X	X	X	X
Reading	X	X	X		
Literature				X	X
English/Composition	X	X	X	X	X
Spelling/Vocabulary	X	X	X	X	X
Handwriting	X	X	X		
Mathematics	X	X	X	X	X
Science	X	X	X	X	X
Health	X	X	X	X	X
Social Studies	X	X	X	X	X
Foreign Language	X	X	X	X	X
Art	X	X	X	X	X
Computer Science	X	X	X	X	X
Music/Band	X	X	X	X	X
Physical Education	X	X	X	X	X

Curriculum guides for elementary schools and high schools are attached.

Section X (Licensure and Evaluation System)

A. Explain the agency's professional licensure procedures. Include:

1. The process for obtaining a license;

A teacher or a principal must hold a valid Tennessee teacher's certificate or permit covering the work assignment.

2. The educational and/or experience requirements for obtaining a license.

Attach all documents which directly affect this item, including pamphlets and other descriptive information.

Same as those required for a valid Tennessee teacher's certificate or permit.

3. The system by which the agency maintains licensure records for all individuals licensed by the agency.

A professional file shall be maintained in the school's office for each teacher in that school. Each teacher's teaching certificate will be placed in the file.

4. Assurance that all professional personnel are properly licensed.

Files shall be reviewed annually to determine what teachers' certificates need updating within the following two years. Teachers will submit renewed certificates to ensure that certification is current.

B. Describe the teacher evaluation system.

Teachers will be observed in the classroom using the Framework for Evaluation. Teachers will be observed in the classroom twice a year, once each semester by the principal and/or academic dean. The teacher will be given a copy of any written evaluation.

Section XI (Administration)

Attach documentation that each member school meets minimum standards as stated in Rule 0520-07-2-.03 (c) 9.

A. Curriculum and Graduation

Please see Diocese of Nashville Curriculum Guide enclosed. Each school has a scheduled graduation in May.

B. In-service

Each school has a minimum of 5 days for in-service education per school year.

C. Administrative Rules

Please see the Diocese of Nashville Catholic Schools Policies and Rules enclosed.

D. Testing Program

1. Iowa Test of Basic Skills (Grades 1-7)
2. ACT Explore Test (Grade 8)
3. ACT Plan (Grade 9)
4. PSAT (Grades 10-11)
5. ACT/SAT (Grades 11-12)
6. AP Courses (Grades 10, 11, 12)

Section XII (Facilities)

Describe or provide a copy of the standards for the following:

1. Approval of plans and specifications regarding planning of new buildings and/or alterations

Meet state, county and city standards
2. Health and safety

Meet state, county and city standards
3. Classrooms

Meet state, county and city standards
4. Facilities for handicap

Meet state, county and city standards
5. Laboratories

Meet state, county and city standards
6. Library/Media

Meet state, county and city standards
7. Physical education/playground

Meet state, county and city standards
8. School fire safety codes

Meet state, county and city standards