



**FCIS Evaluation Team Visit  
January 29, 30, 31, 2017  
Self-Study and Atlas Access**

TO: Visiting Accreditation Team

FROM: Academy at the Lakes  
Director of Curriculum and Instruction, Chair FCIS Self-Study

DATE: January 11, 2017

RE: Access to Self-Study Report, Standards with Documentation, Curriculum Guides

Thank you for taking time out of your very busy schedules to participate on the Evaluation Team for Academy at the Lakes. We are so excited to welcome you to our school the end of this month!

With the approval of FCIS and the assistance of the support team at Rubicon Atlas, we have developed our Self-Study and supporting documentation for this evaluation using the Rubicon Atlas curriculum mapping software. We hope that this method will prove useful and streamline some of your tasks as the evaluating team. In addition, I have attached a pdf file of the Self-Study report. We will also have a few hard copies of the Self-Study available on campus during your visit.

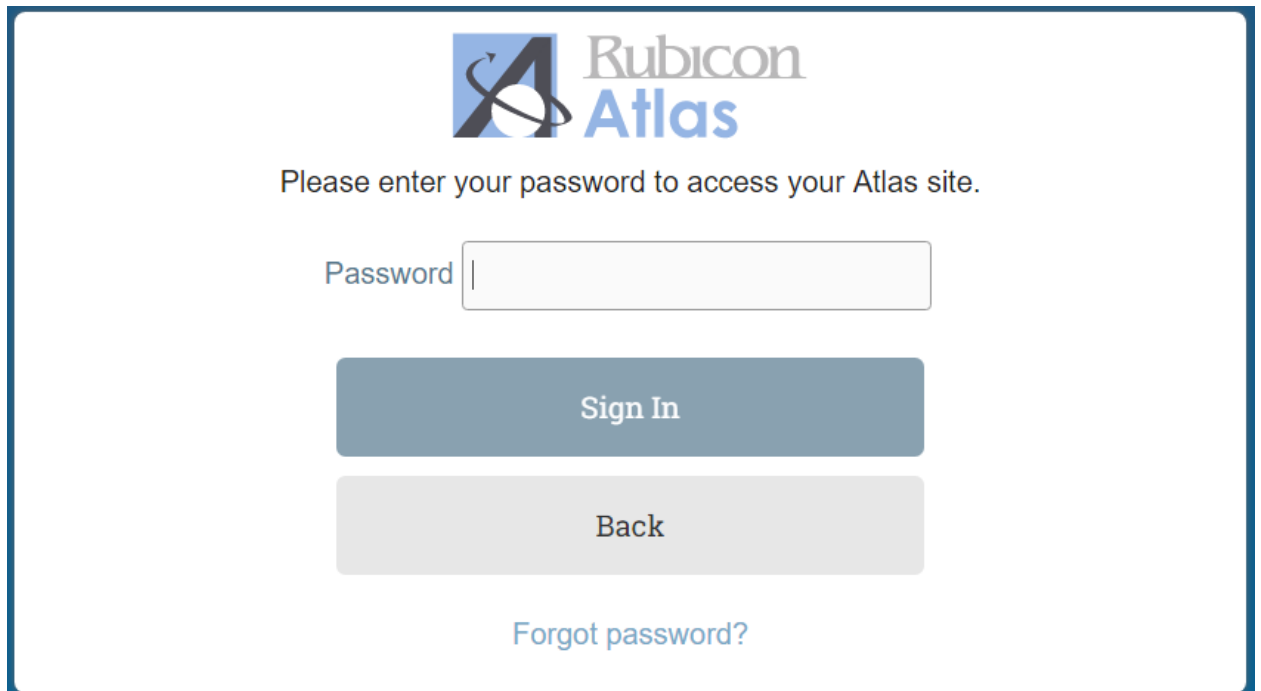
How this will work:

1. Each of you has been assigned a user name (email address) for accessing Atlas. If you are new to Atlas, you will receive an email from Atlas with directions for initial log on to the system and instructions to create a password. If you already have an Atlas account at your school, you can simply use the same password for our platform.

<https://aatl.rubiconatlas.org>



The screenshot shows the login interface for Rubicon Atlas. At the top center is the logo, which consists of a stylized 'A' with a globe and the text 'Rubicon Atlas'. Below the logo is the instruction 'Sign in to access your Atlas site.' There is a text input field labeled 'Email Address' with a light blue border. Below the input field is a blue button with the text 'Next'. At the bottom of the form is a checkbox labeled 'Remember this email address'.



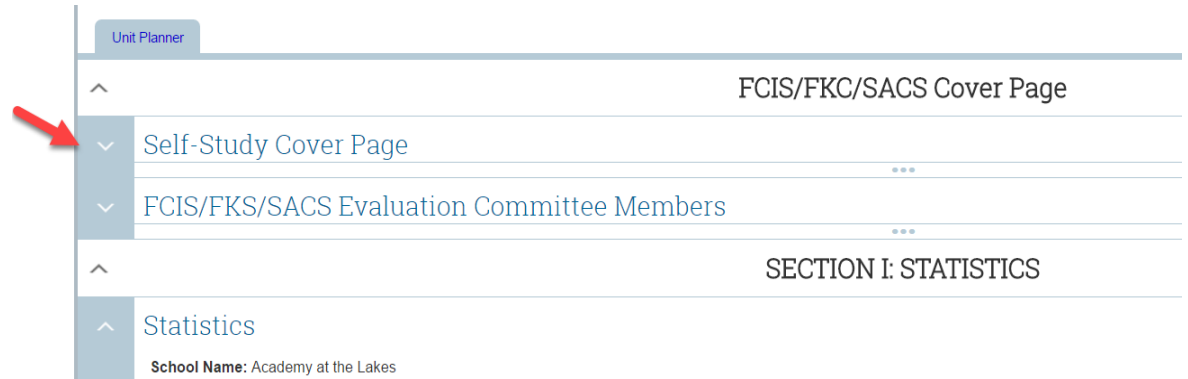
The screenshot shows the password entry section of the Rubicon Atlas login interface. At the top center is the logo, which consists of a stylized 'A' with a globe and the text 'Rubicon Atlas'. Below the logo is the instruction 'Please enter your password to access your Atlas site.' There is a text input field labeled 'Password' with a light blue border. Below the input field are two buttons: a blue button with the text 'Sign In' and a grey button with the text 'Back'. At the bottom of the form is a link labeled 'Forgot password?' in blue text.

2. When you log onto Atlas, your “home page” or “My Atlas” dashboard includes quick access to the necessary courses for your review:
- a. FCIS: Self-Study Cover Page – Section II
  - b. FCIS: Self-Study Sections III-VIII
  - c. FCIS: Self-Study Standards with Documentation

The screenshot displays a window titled "Curriculum at a Glance" with a gear icon and a close button in the top right corner. The window contains three pinned cards, each with a red pushpin icon at the top center. Each card features a search bar with the placeholder text "Start typing..." and a dropdown arrow. Below the search bar, the card title is followed by a breadcrumb trail and a link to the course content.

- Card 1 (Top Left):**  
Title: **FCIS: Self Study Cover Page - Section II**  
Breadcrumb: FCIS: Self Study Cover Page - Section II / Collaboration / 2016-2017  
Link: [Cover Page - Section II](#)
- Card 2 (Top Right):**  
Title: **FCIS: Self Study Sections III - VIII**  
Breadcrumb: FCIS: Self Study Sections III - VIII / Collaboration / 2016-2017  
Link: [Sections III - VIII](#)
- Card 3 (Bottom Left):**  
Title: **FCIS: Self Study Standards with Documentation**  
Breadcrumb: FCIS: Self Study Standards with Documentation / Collaboration / 2016-2017  
Link: [Standards with Documentation](#)

3. When reviewing these “courses”, you may “collapse” sections for easier navigation by clicking on the arrow tabs to the left of the section titles.



4. The Atlas Course entitled **Standards with Documentation** is an easy access area for you to review the documentation supporting our compliance with these standards. There are some standards that we have not included in this section as those standards are either addressed in the Self-Study narrative or must be evaluated through your observation and conversation while on campus. We have also included attachments within the Self-Study report which you may view through Atlas or through links included in the pdf file.

## 5.1 Library/Media Center

- 5.1.1 The library/media center has adequate facilities (central or decentral)
- 5.1.2 The library/media center has definite and appropriate budget to
- 5.1.3 The library is adequately staffed including a trained library media
- 5.1.4 Adequate records are kept including catalogues, inventory of pri
- 5.1.5 The library/media center has adequate print and electronic resou
- 5.1.6 The school must have a policy for responding to challenged mat



5. I have run some **sample reports** from the curriculum maps that I thought might be interesting/useful and have saved them on your home page as well.

PK3-12 Social Studies Content Areas				
<p><i>Lower Division</i> PK3 <b>PK3 Social Studies</b> 2016-2017 Ovitt, Melissa</p>	<p><i>Lower Division</i> JK <b>JK Social Studies</b> 🇺🇸 2016-2017 Collaboration</p>	<p><i>Lower Division</i> SK <b>SK Social Studies</b> 🇺🇸 2016-2017 Collaboration</p>	<p><i>Lower Division</i> Grade 1 <b>1st Social Studies</b> 🇺🇸 2016-2017 Collaboration</p>	<p><i>Lower Division</i> Grade 2 <b>2nd Social Studies</b> 2016-2017 Collaboration</p>
<p><b>Welcome to School</b> 🇺🇸 (Week 1 - Week 2)</p> <ul style="list-style-type: none"> <li>Name(s) of teachers/peers</li> <li>Classroom routine</li> <li>Location of centers and supplies</li> </ul> <p><b>All About Me</b> 🇺🇸 (Week 3 - Week 7)</p> <ul style="list-style-type: none"> <li>People that make up a family</li> <li>Immediate family members</li> <li>Neighborhoods</li> </ul> <p><b>Social Skills</b> 🇺🇸 (Week 1 - Week 38)</p> <p><b>Community Helpers</b> 🇺🇸 (Week 8 - Week 11)</p> <ul style="list-style-type: none"> <li>Community helpers</li> <li>Clothes and tools used for specific jobs</li> </ul> <p><b>Harvest Celebration</b> 🇺🇸 (Week 12 - Week 15)</p> <ul style="list-style-type: none"> <li>Thanksgiving</li> <li>Being Thankful</li> </ul>	<p><b>"I Can" Attitude: Community Spirit Wellness</b> 🇺🇸 (Week 1 - Week 2)</p> <ul style="list-style-type: none"> <li>Community spirit and wellness.</li> <li>Building a Caring Classroom Community.</li> </ul> <p><b>North America</b> 🇺🇸 (Week 3 - Week 6)</p> <p>Continents of the world.</p> <p><b>Alertness and Action Physical Activity</b> 🇺🇸 (Week 3 - Week 6)</p> <ul style="list-style-type: none"> <li>Alertness and Action</li> <li>Physical Activity</li> </ul> <p><b>South America</b> 🇺🇸 (Week 7 - Week 11)</p> <p>Continents of the world.</p> <p><b>Determination and Perseverance Fitness</b> 🇺🇸 (Week 7 - Week 11)</p>	<p><b>All About Me</b> 🇺🇸 (Week 1 - Week 2)</p> <ul style="list-style-type: none"> <li>Family Members</li> <li>Personal characteristics</li> <li>Classroom community</li> <li>Self-portraits</li> <li>Uniqueness</li> <li>Similarities and differences</li> </ul> <p><b>Our Community</b> 🇺🇸 (Week 1 - Week 38)</p> <ul style="list-style-type: none"> <li>Classroom Rules</li> <li>Classroom community</li> <li>School community</li> <li>Truthfulness</li> <li>Citizenship</li> <li>School community events: Ice Cream Social, Founders Day, Cake Bake, Veterans Day, Grandparent's Day, Manners Day, House Day, Buddy Reading Day</li> </ul> <p><b>Virtues</b> 🇺🇸 (Week 1 - Week 38)</p> <ul style="list-style-type: none"> <li>"I Can" attitude</li> <li>community spirit</li> <li>wellness</li> <li>alertness and action</li> <li>physical activity</li> <li>determination</li> </ul>	<p><b>Communities</b> 🇺🇸 (Week 1 - Week 8)</p> <ul style="list-style-type: none"> <li>Roles of community helpers</li> <li>Rules of a community</li> <li>Interaction between an individual and a community</li> <li>Differences in communities</li> <li>Effect a community has on individual life</li> <li>Components of a community</li> </ul> <p><b>Map Skills</b> 🇺🇸 (Week 9 - Week 15)</p> <ul style="list-style-type: none"> <li>Cardinal Directions</li> <li>Intercardinal Directions</li> <li>Legend - Map Symbols</li> <li>Continents</li> <li>Oceans</li> <li>Map</li> <li>Globe</li> <li>Map Key</li> <li>Compass Rose</li> <li>Latitude</li> <li>Longitude</li> <li>Address including zip code</li> <li>Telephone Number</li> <li>States</li> <li>Towns</li> <li>Cities</li> <li>Neighborhoods</li> <li>Scale</li> </ul> <p><b>Thanksgiving and Holiday</b></p>	<p><b>School Commu</b> 🇺🇸 (Week 1 -</p> <ul style="list-style-type: none"> <li>learning c</li> <li>cooperati</li> <li>friendshp</li> </ul> <p><b>Native American</b> 🇺🇸 (Week 14</p> <ul style="list-style-type: none"> <li>America's</li> <li>Native Ar</li> <li>roles and members</li> <li>location, l</li> <li>art forms</li> <li>facts of c</li> </ul> <p><b>Communities</b> 🇺🇸 (Week 3 -</p> <ul style="list-style-type: none"> <li>three typ</li> <li>traits of a</li> <li>communit</li> <li>benefits c</li> <li>communit</li> </ul> <p><b>Famous Americ</b> 🇺🇸 (Week 9 -</p>

6. Through the Browse tab, you also have access to all of our curriculum maps, including course descriptions, unit calendars, etc. On the left you will find the panel where you may filter courses by division (School), by content area (Subject), by grade level (Grade), by teacher (Type a Teacher Name), etc.

The screenshot shows the 'Browse Unit Calendars' page. The navigation bar at the top includes 'My Atlas', 'Search', 'Develop', 'Browse' (highlighted), 'Reports', 'References', and 'Con'. Below the navigation bar, the page title is 'Browse Unit Calendars'. On the left, there is a 'Filter:' panel with several dropdown menus: 'by School Type', 'by School', 'by Grade', and 'by Subject'. Below these are two text input fields: 'Type a Course Name' and 'Type a Teacher Name', and a 'Current Year' dropdown menu. At the bottom of the filter panel are 'Reset' and 'Browse' buttons. On the right, a list of results is displayed, showing 'Lower Division' for each entry, followed by a grade level and a teacher name link. The list includes entries for Grade 1, Grade 2, and Grade 3, with teacher names like 'Collaboration', 'Mullarkey, Stephanie', and 'Loftus, Courtney'.

Division	Grade	Teacher
Lower Division	Grade 1	<a href="#">Collaboration</a>
Lower Division	Grade 1	<a href="#">Collaboration</a>
Lower Division	Grade 2	<a href="#">Collaboration</a>
Lower Division	Grade 2	<a href="#">Collaboration</a>
Lower Division	Grade 2	<a href="#">Collaboration</a>
Lower Division	Grade 2	<a href="#">Collaboration</a>
Lower Division	Grade 2	<a href="#">Collaboration</a>
Lower Division	Grade 3	<a href="#">Mullarkey, Stephanie</a>
Lower Division	Grade 3	<a href="#">Loftus, Courtney</a>
Lower Division	Grade 3	<a href="#">Collaboration</a>

I have also attached the “Quick Start Guide” to using Atlas to this email. Please let me know if you have any questions before your arrival. I will be available during your visit to help you navigate the curriculum mapping system if there is anything else you would like to view.

Again, thank you for sharing your time and expertise with Academy at the Lakes. We look forward to your feedback and sharing our experiences with you all.