

Preparing for Your SCSC Monitoring Visit


State Charter Schools
Commission of Georgia



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The Purpose of Monitoring

State law requires the SCSC to monitor state charter schools and hold them accountable

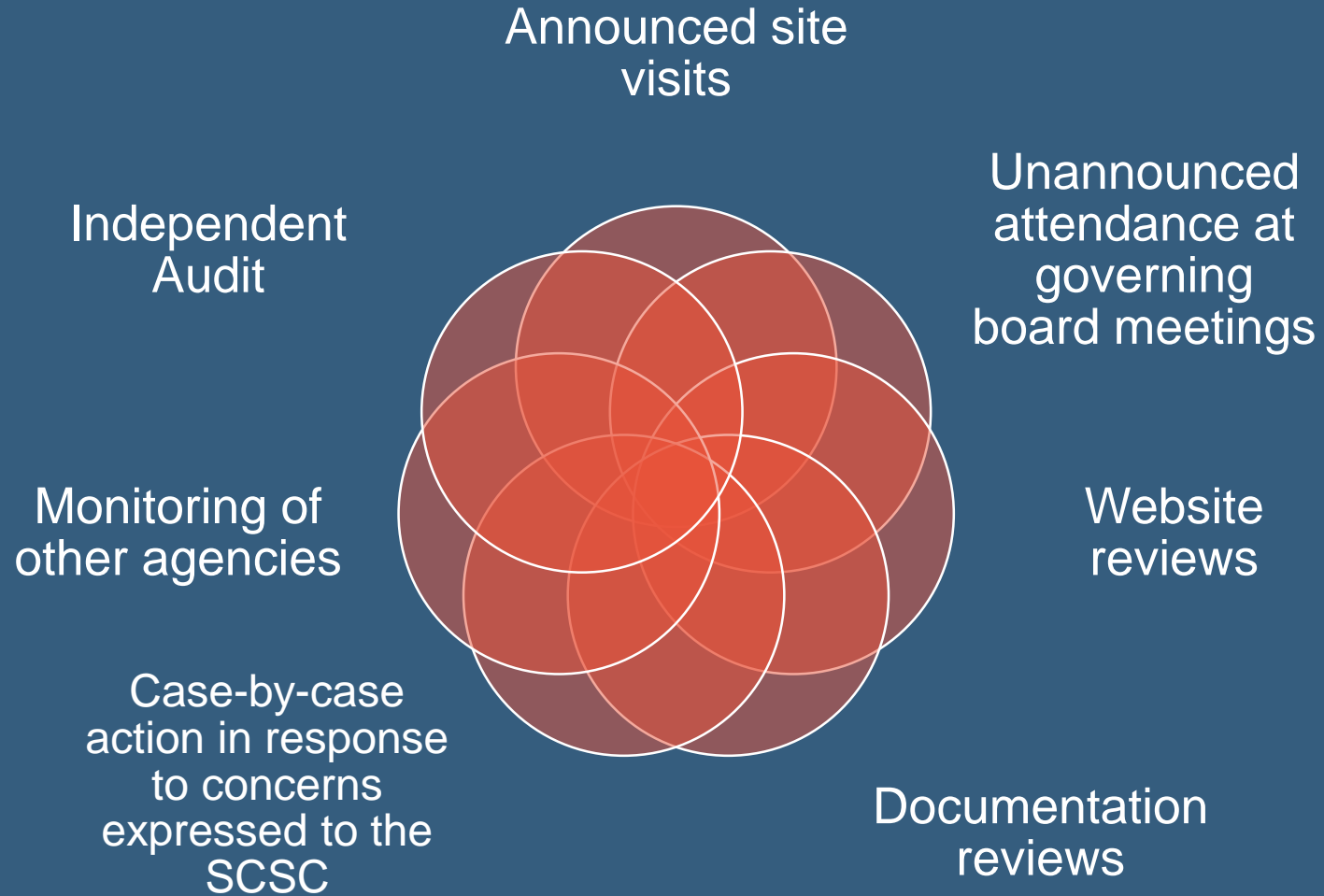


Ensures accountability for the proper use of taxpayer funding



Promotes high-quality charter schools by identifying concerns and incentivizing schools to timely correct noncompliance

How the SCSC Monitors



On-Site Monitoring Timeline

SCSC monitoring occurs annually for every school throughout the year. All schools will receive an announced site visit from September - November.

On-Site Monitoring Process and Timeline

Pre-Monitoring Webinar	August 8, 2018
Collection of Documentation	Due to SCSC Portal by August 22, 2018
Announced Monitoring Visits	September - November
Monitoring Letter Sent to School	November 2018 – January 2019
Corrective Action Plans Submitted (if applicable)	Within 90 days of the Monitoring Review letter
Revised Preliminary Operational Compliance Summary Submitted to School Reflecting Remediation Taken Corrective Action Plan (if applicable)	Within 14 days of Corrective Action Plan submission to the SCSC

Monitoring Documentation – SPECIAL NOTE

The SCSC tries utilize documentation that is either publically available or has been provided to us in a previous monitoring. You will receive notice if a requested document was pulled from your website or previous monitoring.

However, if that document is not the most up-to-date version, it is the school's responsibility to provide an updated version of that document.

SCSC staff will not waive or revise findings due to the school's negligence of not providing updated documentation.

Documents will be uploaded to [SCSC Portal](https://scsc-portal.fluidreview.com) (scsc-portal.fluidreview.com)

On-Site Visit: What to Expect

Announced
Visit

Average
visit lasts
2-4 hours

Request to
speak with
the school
leader and
other school-
level
individuals
as necessary

Note the
condition of
the building
and overall
security of
the
premises

Request
to view
random
samples

May
request to
view
certain
areas or
observe
certain
classes

Visit
summary,
follow-up
documenta-
tion, and
time to ask
questions

After the On-Site Visit

SCSC Monitoring Letter

- Identifies issues requiring remediation
- Findings: issues that are in violation of applicable rule or law and which require immediate remediation
- Suggestions: issues do not violate applicable rule or law but may require school action to mitigate risk or prevent future noncompliance

Corrective Action Plans

- 90 days from receipt of Monitoring Letter to complete
- A plan to remedy any findings identified in a Monitoring Letter
- Should be sufficiently detailed so as to allow SCSC staff to have a reasonable understanding of how the school plans to remediate the issue and when remediation will be complete
- Additional evidence of CAP competition must be submitted by June 30, 2019

Follow-Up

- The SCSC may conduct additional site visits to verify that findings are corrected.
- Schools that successfully implement CAP may receive partial CPF points
- The SCSC will specifically monitor any findings the following year

Outcome of Monitoring

- Results will be reflected on the operational portion of the SCSC Comprehensive Performance Framework (CPF)
 - i.e. If your school receives a finding, the school would *not* receive points on the correlating measure of the CPF.
 - However, a finding will *not* result in the loss of points on multiple measures.
- Schools that receive findings will be required to submit a Corrective Action Plan (CAP) and remedy the findings.
 - Schools will be expected to demonstrate completion of corrective action and complete remedy of noncompliance during future visits.
 - Schools that submit a CAP and successfully implement their CAP may receive partial points in the Operations portion of the CPF.

Conclusion

- Should you have any questions regarding monitoring activities, please contact Sarah Beck, Operational Accountability Manager at sarah.beck@scsc.georgia.gov.
- Please make sure you review the Monitoring Handbook available at <https://scsc.georgia.gov/operational-accountability>.