

# 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

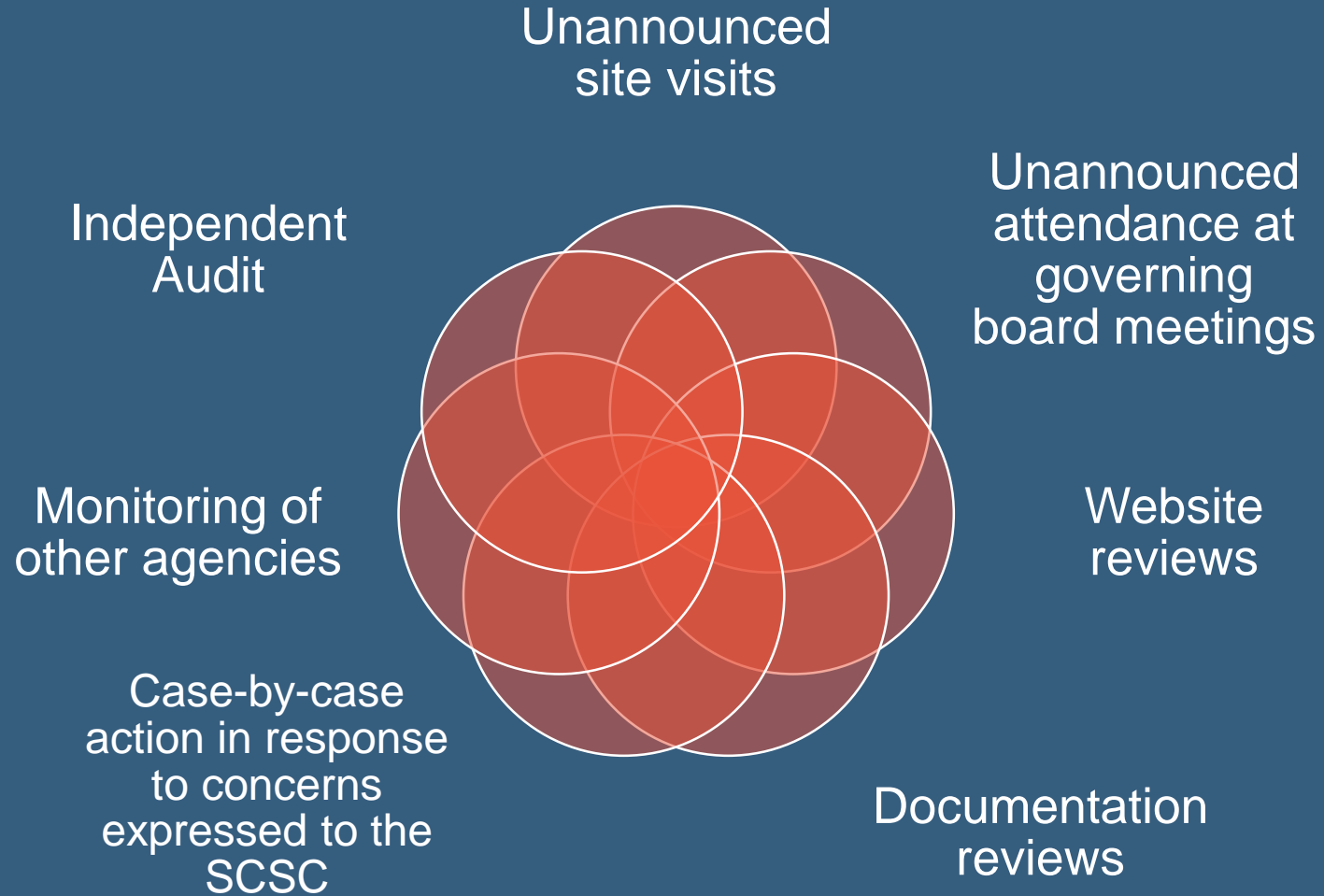


Promotes high-quality charter schools by identifying concerns and incentivizing schools to timely correct noncompliance

# Alignment to the CPF

- The CPF includes academic, financial, and operational performance measures that establish expectations, guide practice, assess progress, and inform decision making over the course of the charter term and at renewal or revocation.
- SCSC monitoring primarily focuses on the operational performance of state charter schools.
- SCSC monitoring activities closely align with the Operational Indicators and Measures of the CPF.

# How the SCSC Monitors



# 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.
  - NEW IN FY18: Schools that submit a CAP and successfully implement their CAP may receive partial points in the Operations portion of the CPF.

# On-Site Monitoring Timeline

SCSC monitoring occurs annually for every school throughout the year. All schools will receive an unannounced site visit, generally October – January.

## On-Site Monitoring Process and Timeline

<b>Pre-Monitoring Webinar</b>	September
<b>Collection of Documentation</b>	2-4 weeks prior to monitoring visit
<b>Monitoring Visits</b>	October - January
<b>Monitoring Review Letter</b>	2-4 weeks following monitoring visit
<b>Corrective Action Plans submitted (if applicable)</b>	Within 30 days of the Monitoring Review letter
<b>Follow-Up Visits from the SCSC to verify implementation of Corrective Action Plan (CAP)</b>	Any time after the school submits its CAP

# Preparation for Monitoring

Deliberate and organized preparation will allow a school to put its best foot forward without placing undue strain and stress on school leaders and staff.

Submit documents  
timely and in an  
organized fashion

Utilize your website  
and embrace  
transparency

Annually review  
policies/procedures  
for alignment and  
revise as necessary

# 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.

NEW IN FY18: Documents will be uploaded to [SCSC Portal](https://scsc-portal.fluidreview.com) (scsc-portal.fluidreview.com)



# On-Site Visit: What to Expect

Un-  
announced

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

- 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

## 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

# Conclusion

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