Proposed Revisions Site Evaluation Process

2022-2023 School Year

Presentation to SPCSA Board

August 29, 2022

Nevada State Public Charter School Authority

Summary of Changes

2022-2023

Proposed Revisions to the Site Evaluation Process

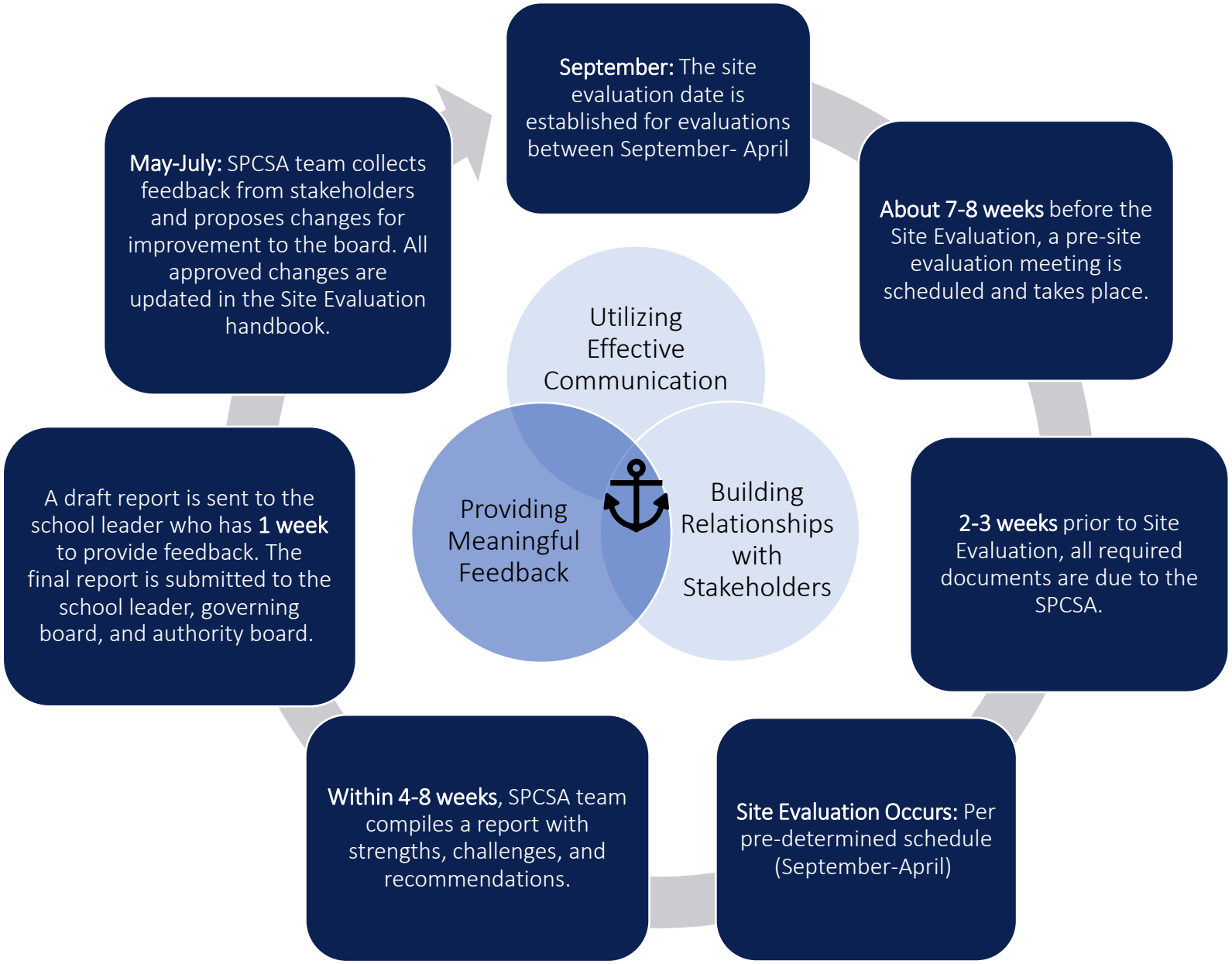
Site Evaluation Experience

The SPCSA aims to provide a high-quality site evaluation experience by:

- Utilizing effective communication
- Providing meaningful feedback
- Building strong relationships with stakeholders

SPCSA strives to weave these three pillars through each step of the site evaluation process: pre-site evaluation, during the site evaluation, and post-site evaluation.

The Site Evaluation (SE) Yearly Cycle



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Review of Purpose and Focus of Site Evaluations

PURPOSE

- To exercise oversight and gather formal and anecdotal evidence
- SPCSA's monitoring of schools
- Document progress toward goals that are outlined in the schools' charter to ensure accountability as a state authorized public school

FOCUS

- Academic performance
- Organizational effectiveness of the school
- Adherence to the approved charter application and charter contract with the Authority

Researched Best Practices

- The suggested revisions for the 2022-2023 school year cycle of site evaluations have evolved, improved, and developed due to thoughtful considerations stemming from experts within the field.

- Other national authorizers, prior and current charter school leaders, feedback from site evaluation surveys, and discussions with stakeholders were considered.

- The SPCSA originally designed its Site Evaluation protocols on the recommendations of the National Association of Charter School Authorizers as well as researched best practices. These practices remain in effect.

Summary of Revisions to the Site Evaluation Process

Proposed changes are intended to improve the quality of the evidence collected and the subsequent reports produced

1. Strengthen the differentiated process
2. Provide an optional follow-up site evaluation debrief with school leadership
3. Provide a site evaluation feedback survey after the site evaluation
4. Update the Organizational Performance Chart in the site evaluation report

Proposed Change One

Strengthen the differentiated process

Why

All schools are evaluated in years 1, 3, and 5: Comprehensive Site Evaluation

Select schools are evaluated in years 2, 4, and 6: Targeted Site Evaluation

By clarifying the differences between these two types of evaluations we intend to:

- Define exactly why the targeted evaluation will take place
- Communicate what to expect throughout the site evaluation process
- Continue to build even stronger relationships with all stakeholders
- Create more enhanced and detailed site evaluation outcomes

How

- Deliver a robust definition of a Targeted Evaluation including its purpose
- Differentiate pre-site calls to provide tailored information about both types of evaluations
- Implement clear and differentiated procedures before, during, and both types of evaluations

Comprehensive (Years 1, 3, 5)

- Year 1
  - Full Site Evaluation
- Year 3
  - Full Site Evaluation; Abbreviated for 4 - and 5 - Star schools
- Year 3
  - Full Site Evaluation

Targeted Site Evaluation* (Years 2, 4, 6)

- Previous Deficiency or Strong Recommendation
- 1- or 2-Star
- Operating under an academic or organizational notice

*As part of our ongoing monitoring and oversight efforts, SPCSA staff will request interim and mid-year assessment data for schools that do not have an NSPF star rating in order to understand the schools' current academic performance levels. Every year, a targeted review of academic results will be conducted. Reviewing academic results might trigger a targeted site evaluation.

How to Implement

1. Provide a robust definition of a Targeted Evaluation throughout the site evaluation process which includes:

    - Site Evaluation handbook
    - Pre-site evaluation call
    - Throughout the day of the site evaluation
    - Within each final report

2. Implement set procedures for the schools with a Targeted Evaluation

TARGETED SITE EVALAUTION	BEFORE	DURING	AFTER
Previous Deficiency or Strong Recommendation	Review most recent site evaluation & the site evaluation response plan, progress toward meeting goals, most recent index score, most recent interim data	Targeted focus group questions, classroom observations related to the deficiency or strong recommendation	Report to include evidence and information related to the data pertaining deficiency and recommendation
1- or 2-Star	Review most recent NSPF index score, interim achievement data, and most recent site evaluation	Targeted focus group questions, classroom observations related to recent dips in student achievement	Report to include evidence and information related to the academic 1- or 2-star rating.
Operating under a notice	Review most recent NSPF index score, interim achievement data, and most recent site evaluation	Targeted focus group questions, classroom observations related to the notice	Report to include evidence and information related to the notice
No NSPF Star Rating (possible Site Evaluation)	Collect interim assessment data and review to understand the school's current academic performance. Conduct a virtual meeting to ask questions and discuss concerns regarding interim data. If concerns remain, move on to the next step	Targeted focus group questions, classroom observations where concerns exist related to interim assessment data	Report to include related to these concerned areas

Proposed Change Two

Provide an optional follow-up site evaluation debrief with school leadership

Why

Currently, the SE team debriefs with school leadership for approximately 30 minutes at the close of the site evaluation day. The team presents initial findings of strengths, challenges, and recommendations. Approximately 6-8 weeks after the site evaluation, schools receive the written SE report.

Providing an optional follow-up site evaluation debrief will allow the SE team time to:

- Triangulate team field notes for comprehensive reporting,
- Circle back on questions or clarification regarding data sets,
- Evaluate the appropriate recommendation (strong recommendation, deficiency) based on team field notes,
- Provide more in-depth information and actionable items for school leadership in a focused environment; and
- School leadership will have time to provide more targeted information or data or create questions for the SE Team

How

- During the end-of-day debrief at the close of the site evaluation, school leaders can choose to opt-in or opt-out of the follow-up debrief.
- The follow-up debrief will be teleconferenced approximately 3-7 days after the site evaluation
- The follow-up debrief will be scheduled for approximately 30 minutes
- The follow-up debrief will fit the schedule of school leadership to allow for a focused, distraction-free environment
- Agency supervisors and/or leadership will be able to attend

Proposed Change Three

Provide a site evaluation feedback survey after the site evaluation

Why

To ensure the site evaluation process continues to be a high-quality experience for SPCSA schools, we would like to provide an opportunity for school leaders to give feedback following each site evaluation, rather than waiting until the end of year sponsor survey.

How

- The Site Evaluation team will send school leaders a site evaluation feedback survey following the site evaluation.
- The Site Evaluation team will analyze data collected from the survey to make revisions to the site evaluation process.

Proposed Change Four

Update the Organizational Performance Chart & Oversight

Why:

- The 21-22 School Year reports included Organizational Performance Charts in which some measures were already reviewed by the authorizing team through routine submissions. This work will continue.
- Because oversight can be enhanced through visual inspection and confirmation in a few areas, we are proposing including these in upcoming evaluations to confirm compliance (4a, 4d, and 5b) of basic facility and safety items through visual inspection

How:

- Update the Organizational Performance Chart to reflect observable measures within the Organizational Performance Framework
- Include a list of items to visually inspect during the site evaluation (e.g., fire extinguishers, evacuation plans in place, permits in place for food service, etc.)

Proposed Organizational Performance Framework Updates

- **Indicator 1: Education Program**

➢ Measures 1a and 1b: The school implements the material terms of the education program.

Ex: SPCSA site evaluations will continue to confirm that the school is staying true to its approved application and programming, as well as review curricular materials and their alignment to Nevada Academic Content Standards.

➢ Measure 1c and 1d: The school protects the rights of students with disabilities and EL students.

Ex: SPCSA site evaluations will include devoted time for classroom observations of students with an IEP or those learning English as a language.

Proposed Organizational Performance Framework Updates (cont'd)

- **Indicator 3: Board Governance**

➢ Measure 3a: The school complies with governance requirements.

Ex: SPCSA site evaluations will continue to review board policies and practices, including EMO/CMO oversight, current membership and regularly scheduled board meetings.

- **Indicator 4: Students and Employees**

➢ Measure 4a: The school stores student records appropriately.

Ex: SPCSA site evaluations will now include a visual inspection and confirmation of student records at the school to supplement current oversight practices.

➢ Measure 4d: The school stores personnel files appropriately.

Ex: SPCSA site evaluations will now include a visual inspection and confirmation of staff records at the school to supplement current oversight practices.

Proposed Organizational Performance Framework Updates (cont'd)

- **Indicator 5: School Environment**

➢ Measure 5b: The school is complying with health and safety requirements

Ex: SPCSA site evaluations will now include a visual confirmation that:

- ➢ Evacuation plans are posted in all classrooms
- ➢ Fire extinguishers are present in the building
- ➢ An active permit is in place for any food service(s)
- ➢ Nurse and health service requirements are met

Proposed Organizational Performance Framework Updates (cont'd)

Removed items

- Measure 4a: Rights of Students
  - Policies and practices related to admissions and enrollment will continue to be reviewed through routine submissions.

- Measure 5b: Health and Safety
  - Emergency response plans will continue to be reviewed through routine submissions by the school.

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Thank you!

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