

CSP Governance Monitoring Training

December 5, 2019

Purpose of the Governance Monitoring Site Visit

- Determine to what extent the governing authority creates and monitors the strategic plan.
- Determine to what extent the school leadership team executes the strategic plan effectively.
- Determine the school's ability to demonstrate compliance with regulation.

Monitoring Handbook Format

- Monitored areas
 - Governance
 - Academic Program
- Aligned to the CSP application
- Breakdown by area
 - Elements
 - Multiple Indictors
 - List of possible artifacts to support the indicators
 - Leveled status descriptors for each indicator

Governance Elements

- Element 1 - The governing authority creates and monitors the strategic plan as outlined in the Logic Model.
 - Strategic Plan
 - Organizational Structure
 - Process to Obtain Quality Leaders
 - Succession Plan for Board Members and Key School Leaders
- Element 2 – Regulatory and Fiduciary Compliance

Monitoring Handbook Review

AZ Charter Schools Program

Monitoring Handbook

2020-2024

Logic Model

- Review your Logic Model.
- Focus on the Outcomes section.
- Brainstorm a list of artifacts that could be presented as evidence of implementation for the short- and medium-term outcomes.
- Be prepared to present your list, including a rationale for evidence selection.

Governance Monitoring Process

- Governance Fiduciary monitoring Element 2 occurs by January of first project year.
- Governance Strategic Plan monitoring Element 1 occurs in the Spring of the second project year.
- Scheduled onsite visit, usually lasting two hours.
- Principal/school head should be available during the visit.
- Documentation reviewed to determine status of each indicator.
- Risk Assessment is completed based on results.

Risk Assessment

N34									
A	B	C	D	E	F	G	H	I	J
A. Governance / Leadership									
Element 1	The governing authority creates and monitors the strategic plan.					Score	Weight	Weighted Points Max	Weighted Score
Indicator		Highly Effective (4)	Effective (3)	Developing (2)	Ineffective (1)				
Criteria	1.1		x			3	1	5	3.75
	1.2			x		2	3	15	7.5
	1.3		x			3	2	10	7.5
								30	18.75
Element 2	The school leadership team executes the strategic plan effectively.								
Indicator		Highly Effective (4)	Effective (3)	Developing (2)	Ineffective (1)				
Criteria	2.1			x		2	3	12	6
	2.2		x			3	4	16	12
	2.3		x			3	2	8	6
	2.4		x			3	1	4	3
								40	27
Element 3	Regulatory Compliance						N/A		
Indicator		Met	Not Met	N/A					
Criteria	1	x							
	2	x							
	3	x							
	4	x							
	5	x							
	6	x							
	7	x							

To prepare for any CSP monitoring visit,

- read the 2020-2024 AZ CSP Monitoring Handbook.
- review the list of sample artifacts applicable for each indicator.
- determine what artifacts could be presented by the school to demonstrate the level of implementation.
- compile documentation (artifacts) by element and indicator.
- be prepared to answer questions regarding the area being monitored.