

THE SCHOOL DISTRICT OF PHILADELPHIA

SECTION: CHARTER SCHOOLS

TITLE: MONITORING

ADOPTED: APRIL 24, 2014

REVISED:

404. MONITORING

1. Purpose

Consistent with the SRC's commitment to acting as a high-quality authorizer of high-performing charter schools, the SRC adopts this policy to ensure that charter school monitoring and accountability processes will be transparent, merit-based, comprehensive, and equitable.

2. Performance Framework

The CSO shall create and implement a performance framework that establishes clear and transparent standards for charter school academic, financial, and organizational performance. The performance framework will be the primary measurement of charter school performance. Subject to data availability, the academic performance framework shall be designed to assess charter schools using the same standards as District schools.

The performance framework will establish standards to be applied throughout all functions and benchmarks of the charter term, including ongoing monitoring, annual assessments, and renewal criteria.

The CSO shall issue procedures describing the performance framework in detail, including measures, metrics, and targets for charter school performance, performance tiers and criteria, and noncompliance notification criteria. The performance framework procedures shall be published and available on the District web site. The CSO shall ensure that charter schools receive an advanced copy of their rating and have an opportunity to correct mistakes before the rating is released to the public.

3. Performance Tiers

The CSO shall establish four performance tiers to categorize each charter school's performance against performance framework standards. Each charter school will be

categorized into a performance tier based on the results of each annual assessment. The performance tiers are:

- 1) Exceeds Standard
- 2) Meets Standard
- 3) Does Not Meet Standard
- 4) Falls Far Below Standard

4. Noncompliance Notification

The CSO shall establish noncompliance notice tiers corresponding to a range of performance levels and tied to appropriate consequences. The CSO may implement appropriate consequences at any point in the charter school term when it has evidence of low performance against the performance framework standards. These consequences will increase in severity according to the seriousness and duration of the trigger issue, and may be used as a basis for a recommendation of revocation or nonrenewal of a charter schools' charter.

In cases of persistent academic underperformance, lasting one or more academic years, the CSO may implement interim noncompliance measures, including a requirement that a charter school create a Performance Improvement Plan, which will detail specific strategies and tools for immediate improvements to the charter school's educational plan. The Performance Improvement Plan will include specific student achievement targets aligned with the performance framework, deadlines for implementation, and ongoing progress reporting to the CSO. Charter schools that implement Performance Improvement Plans and do not meet the required student achievement targets may be considered for revocation or nonrenewal. The CSO may develop procedures describing interim noncompliance measures in detail. These interim measures shall be available on the CSO website. Notwithstanding the above, the CSO may recommend that the SRC suspend the charter of any school at any time for any reason without providing any prior notice.

5. Ongoing Monitoring

The CSO, or designees acting on behalf of the CSO, shall have prompt, immediate and ongoing access to the records and facilities of a charter school to ensure that the charter school is in compliance with the performance framework standards, the charter agreement, and applicable laws. Charter schools shall provide individual student and teacher level data to the CSO, and use District systems for enrollment verification if necessary to implement the performance framework or monitor the performance of certain student populations.

The CSO reserves the right to visit charter schools to collect information relating to

performance framework standards, the charter agreement, and applicable law. The District will make its best efforts to provide charter schools with twenty-four (24) hours notice of the visits.

The CSO may issue procedures describing monitoring procedures in detail. The procedures shall be published and available on the CSO web site.

6. Annual Reports and Assessments

Charter schools shall submit an annual report to the Pennsylvania Department of Education (“PDE”) and the CSO no later than August 1 of each year. The charter school will also be required to submit to the CSO an independent audit of the charter school’s operations for the fiscal year ending June 30 of that year, approved by the school’s Board of Trustees, by December 31. Any reports or assessments submitted to the Commonwealth of Pennsylvania shall also be submitted to the CSO on the same day that such information is transmitted to the state. Charter schools may be required to submit additional information under the terms of the charter agreement and upon request by the CSO. Failure to submit the required information by the specified deadline may constitute a material violation of the charter agreement and have consequences up to and including a revocation or nonrenewal recommendation.

Every year, the CSO shall prepare an annual assessment of each charter school’s performance against the performance framework standards. The assessment shall also include information on each school’s admissions and discipline practices. The annual assessment shall be a public document, available on the CSO web site. The annual assessment will be published in a format that is easily understandable by all stakeholders, including charter schools, students, parents, and community members.

The CSO may issue procedures describing annual assessments and performance frameworks in detail. The procedures shall be published and available on the CSO web site.