



New Jersey Quality Single Accountability Continuum NJQSAC

Board of Education Meeting

November 9, 2009

Susan Carlsson, QSAC Self-Assessment Committee



What Is QSAC?

- ★ DOE's new monitoring/evaluation system
- ★ Integrates NJ Administrative Code, Statutes, Federal mandates
- ★ Focuses on five components as key factors in effective school districts
- ★ Applies to all public school districts
- ★ Our district review covers 2006-2009

Process

- Self-Assessment Committee (July thru Oct.)
- District conducts facility walkthroughs (July – Aug.)
- Facilities Inspection by Executive County Superintendent (ECS) and staff (Sept.)
- Board of Education approves DPRs (Nov.)
- Desk audit of NJDOE data by ECS (Nov.)
- In-district examination of DPR evidence by ECS (Dec./Jan.)
- ECS submits scored DPRs to Commissioner (Feb.)
- Commissioner determines district's status (April)



Self-Assessment Committee

- ✦ District forms committee
- ✦ District Performance Reviews (DPR) = checklist to score each of five components
- ✦ Committee heard 7 ½ hours of evidence
- ✦ Additional evidence requested
- ✦ Scores are totaled, must prove all clustered indicators - - no partial points



Committee Membership

- ☀ Chief School Administrator
- ☀ District Administrator
- ☀ Teacher
- ☀ Business Administrator
- ☀ Curriculum Representative
- ☀ Bargaining Unit Representative
- ☀ Board of Education Member
- ☀ Central Office Assistants



Committee Membership

- ✦ Valerie Goger, Superintendent
- ✦ Regina Rudolph, Assistant Superintendent
- ✦ Nick Markarian, Business Administrator
- ✦ Mary Ehid, Teacher, Union Representative
- ✦ Sean Siet, Director of Curriculum
- ✦ Susan Carlsson, Board of Education Member
- ✦ Susan Morra, Cherie Ackerman, Judy Miller, Christina Patton, Central Office Assistants



DPR's Five Key Components

- ✦ Instruction and Program
- ✦ Personnel
- ✦ Fiscal Management
- ✦ Operations, and
- ✦ Governance

Instruction and Program

(25 pages)

- Adequate Yearly Progress (math/language arts all subgroups, annual progress or 95% proficiency)
- Student achievement (annual analysis within district, state, DFG all subgroups)
- Curriculum & Strategies (Art, Health, Lang. Arts, Math, Science, Social Studies, World Language Technology, Career Ed. aligned w/NJCCCS, professional development, identify problem areas, multiple assessments to show alignment, performance assessments, teacher-designed lesson plans, diversity)
- Articulation (district/school/department meetings)
- Classroom supervision (improve instruction, curriculum delivery, teacher evaluations)
- Lesson plans (based on analysis of student work, supervisory review & feedback)
- Teachers collaboratively meet various learning styles (district/school/dept./grade level meetings)
- Students/parents feedback (conferences, website, HAC, testing report)
- Students with disabilities and English language difficulties (curriculum, assessment data, modifications, sample IEPs, strategies, proficiency standards)
- Technology (integration, training, progress)
- Mandated programs (Special Education, English proficiency, enrichment, early childhood, five-year curriculum plan)
- High School/Graduation (rate, Special Review Assessment (SRA) %, vocational, alternative programs, state graduation requirements,



Personnel

(11 pages)

- ★ Hiring (certification, criminal check, job descriptions)
- ★ Retention (analysis, recruit/retain plan)
- ★ Highly Qualified (certification vs. assignment)
- ★ Staff evaluation (training, documentation)
- ★ Affirmative action (training, reports)
- ★ Health (phys. exams, history)
- ★ Training (child abuse, suicide, PL 504, equity, bullying, sexual harassment, substance abuse, crisis management)
- ★ Professional Development (based on student needs, data-driven practices, meet NJCCCS, subgroup performance, Mentoring Plan)
- ★ Professional Growth Plan (all administrators)

Fiscal Management

(13 pages)

- Financial planning (policies, curriculum plans, textbook replacement, maintenance plans, budget calendar/objectives)
- Budget (detailed documentation, position control, trend analysis of historical expenditures, vendor quotes, transfer reports, audit, monthly reports, work orders, fixed assets)
- Internal controls (separation of duties, check-signing, cash receipts, purchase orders)
- Public school contract law (quote/bid thresholds, emergency provisions)
- Audit (findings, material weaknesses, fund deficits, over-expenditures)
- Federal grants (maintenance of effort, manages non-public allocations, carryover reports)
- NCLB (grant applications/expenditures/reports/accounting)
- Capital projects (accounting, files, change orders, voter approval)
- Shared services (Alliance for Competitive Energy Svcs., transportation jointures, municipal agreements, purchasing co-ops, sending/receiving)
- State indicators (class size, overtime payment, below median admin. spending, health plan quotes, distance learning, bring students back into district, no late payments)

Operations

(17 pages)

- Long Range Facilities Plan (maintenance, budget)
- Annual safety reviews (facilities, eyewashes, equipment)
- NJ SMART (NJDOE student data system)
- Emergency management (preparation, response, recovery)
- Violence & Vandalism (behavior, corrective action)
- Code of Student Conduct (state code compliance)
- Attendance (unexcused absence, missing children, DYFS)
- Bullying (procedures, training, guidance)
- Memorandum of Agreement (Prosecutor's Office, police)
- Transportation (routes, safety drills, bus incidents)
- Nursing Plan (medical records, exams, immunizations)
- Comprehensive Equity Plan (training, goals, progress)
- Guidance (support services, counseling, transition, career ed.)
- Intervention & Referral Svcs. (learning, behavior or health problems)
- Substance abuse (assessment, intervention, evaluation, treatment)
- Home instruction (illness, suspension)



Governance

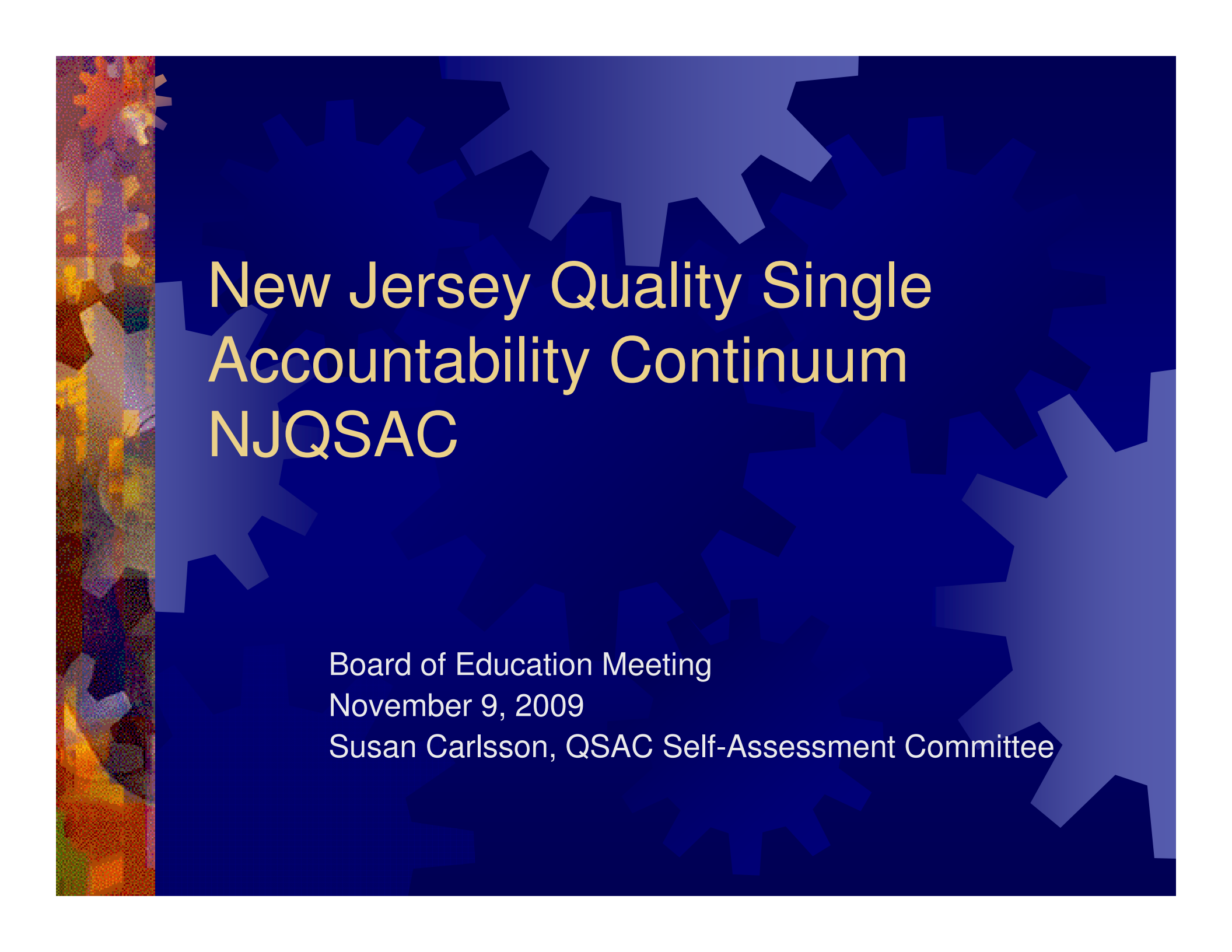
(15 pages)

- NJCCCS at all grades (mission statement, testing results, NJ Report Card, State approved curriculum)
- Board requirements (by-laws, policies, training, State regulations, disclosure statements, School Ethics Act, recusals, nepotism)
- Board conduct (Open Public Meetings Act, meeting notice, minutes made public, confine actions to policy/planning/appraisal, understand employment contracts, refer complaints)
- Board evaluates Supt. annually (policy, form, goals, contract)
- Supt.'s calendar system (personnel appt., transfers, non-renewals)
- Budget (addresses student performance, timely submission, Public Hearing, account transfers, contracts, reports, audit)
- Board communication (policies, OPRA, confidentiality, website)



Next Week's Goal

- ✦ “That the Bernards Township Board of Education approves the District Performance Reviews as verified by the NJQSAC Self-Assessment Committee and authorizes their submission along with the Superintendent’s Statement of Assurance to the Somerset Executive County Superintendent.”



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