

Monitoring Table for [insert name of authorizer] Public Charter Schools

Monitoring Table

The table on the next page shows a sequence of monitoring activities, from Pre-opening Requirements in the upper left-hand corner through to renewal decisionmaking in the lower right-hand corner. The table displays appropriate sequencing of monitoring events by focus area – compliance, academic, and operational/fiscal – over the course of a school’s charter term.

[NAME OF AUTHORIZER] Monitoring Timeline and Events for [insert name of charter school]

Year of Operation	Compliance Monitoring	Academic Performance	Operational/Fiscal Performance	School Performance Profile
0	<ul style="list-style-type: none"> Pre-opening requirements (compliance check-list) 		<ul style="list-style-type: none"> Pre-opening requirements (compliance check-list) 	
1	<ul style="list-style-type: none"> Periodic monitoring to check compliance with operational program quality expectations through review of site visit records, audit records, and related means of gathering evidence of performance. 	<ul style="list-style-type: none"> Approve school Performance Plans with school targets Review state assessment results (status) Review external accountability results; internal assessment results; and when possible, growth to standard Receive and review school Annual Report 	<ul style="list-style-type: none"> Board-approved budget Annual independent audit Quarterly financial reports (balance sheet, cash flow, budget-actuals) 	<ul style="list-style-type: none"> Year 1 performance profile Summary letter to school on progress towards meeting targets in Performance Plan
2		<ul style="list-style-type: none"> Review state assessment results (status) Review external accountability results; internal assessment results; and when possible, growth to standard Receive and review school Annual Report Site visit (if scheduled) <ul style="list-style-type: none"> Verify information in Annual Report Assess progress towards meeting Performance Plan targets 	<ul style="list-style-type: none"> Board-approved budget Annual independent audit Quarterly financial reports 	<ul style="list-style-type: none"> Year 2 performance profile Summary letter to school on progress towards meeting targets in Performance Plan
3		<ul style="list-style-type: none"> Review state assessment results (status) Review external accountability results; internal assessment results; and when possible, growth to standard Receive and review school Annual Report Site visit (if scheduled) 	<ul style="list-style-type: none"> Board-approved budget Annual independent audit Quarterly financial reports 	<ul style="list-style-type: none"> Year 3 performance profile Summary letter to school on progress towards meeting targets in Performance Plan
4		<ul style="list-style-type: none"> Review state assessment results (status) Review external accountability results; internal assessment results; and when possible, growth to standard Receive and review school Annual Report Site visit (if necessary) 	<ul style="list-style-type: none"> Board-approved budget Annual independent audit Quarterly financial reports 	<ul style="list-style-type: none"> Year 4 performance profile Summary letter to school on progress towards meeting targets in Performance Plan
5		<ul style="list-style-type: none"> Review state assessment results (status) Review external accountability results; internal assessment results; and when possible, growth to standard Receive and review school Annual Report Receive and review Application for Renewal Renewal site visit (if scheduled) 	<ul style="list-style-type: none"> Board-approved budget Annual independent audit Quarterly financial reports 	<ul style="list-style-type: none"> Renewal decisionmaking

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Year of Operation	Compliance Monitoring	Academic Performance	Operational/Fiscal Performance	School Performance Profile
0	<ul style="list-style-type: none"> Pre-opening requirements (compliance check-list) 		<ul style="list-style-type: none"> Pre-opening requirements (compliance check-list) 	
1	<ul style="list-style-type: none"> Periodic monitoring to check compliance with operational program quality expectations through review of site visit records, audit records, and related means of gathering evidence of performance. 	<ul style="list-style-type: none"> Approve school Performance Plans with school targets Review state assessment results (status) 	<ul style="list-style-type: none"> Board-approved budget Annual independent audit 	<ul style="list-style-type: none"> Year 1 performance profile Summary letter to school on progress towards meeting targets in Performance Plan
		<p align="center">Periodic monitoring to assess the performance of the school</p> <ul style="list-style-type: none"> Receive and review school Annual Report 	<ul style="list-style-type: none"> Report on budget, cash flows, budget-actuals) 	
2		<ul style="list-style-type: none"> Review state assessment results (status) Review external accountability results; internal assessment results; and when possible, growth to standard 	<ul style="list-style-type: none"> Board-approved budget Annual independent audit 	<ul style="list-style-type: none"> Year 2 performance profile Summary letter to school on progress towards meeting targets in Performance Plan
		<p align="center">Periodic monitoring to assess the performance of the school</p> <ul style="list-style-type: none"> Verify information in Annual Report Assess progress towards meeting Performance Plan targets 		
3		<ul style="list-style-type: none"> Review state assessment results (status) Review external accountability results; internal 	<ul style="list-style-type: none"> Board-approved budget Annual independent 	<ul style="list-style-type: none"> Year 3 performance profile Summary letter to school on progress towards meeting targets in Performance Plan
		<p align="center">Periodic monitoring to assess the performance of the school</p> <ul style="list-style-type: none"> Receive and review school Annual Report Site visit (if scheduled) 	<ul style="list-style-type: none"> Report 	
4		<ul style="list-style-type: none"> Review state assessment results (status) Review external accountability results; internal 	<ul style="list-style-type: none"> Board-approved budget Annual independent 	<ul style="list-style-type: none"> Year 4 performance profile Summary letter to school on progress towards meeting targets in Performance Plan
		<p align="center">Periodic monitoring to assess the performance of the school</p> <ul style="list-style-type: none"> Receive and review school Annual Report Site visit (if necessary) 	<ul style="list-style-type: none"> Report 	
5		<ul style="list-style-type: none"> Review state assessment results (status) Review external accountability results; internal 	<ul style="list-style-type: none"> Board-approved budget Annual independent 	<ul style="list-style-type: none"> Renewal decisionmaking
		<p align="center">Periodic monitoring to assess the performance of the school</p> <ul style="list-style-type: none"> Receive and review Application for Renewal Renewal site visit (if scheduled) 		



[NAME OF AUTHORIZER] Monitoring Timeline and Events for [insert name of charter school]

Description to go with this chart:

Authorizers must monitor school performance across all areas of charter school accountability – compliance, academics, and operational program and fiscal health. Authorizers monitor school performance and health by actively reviewing:

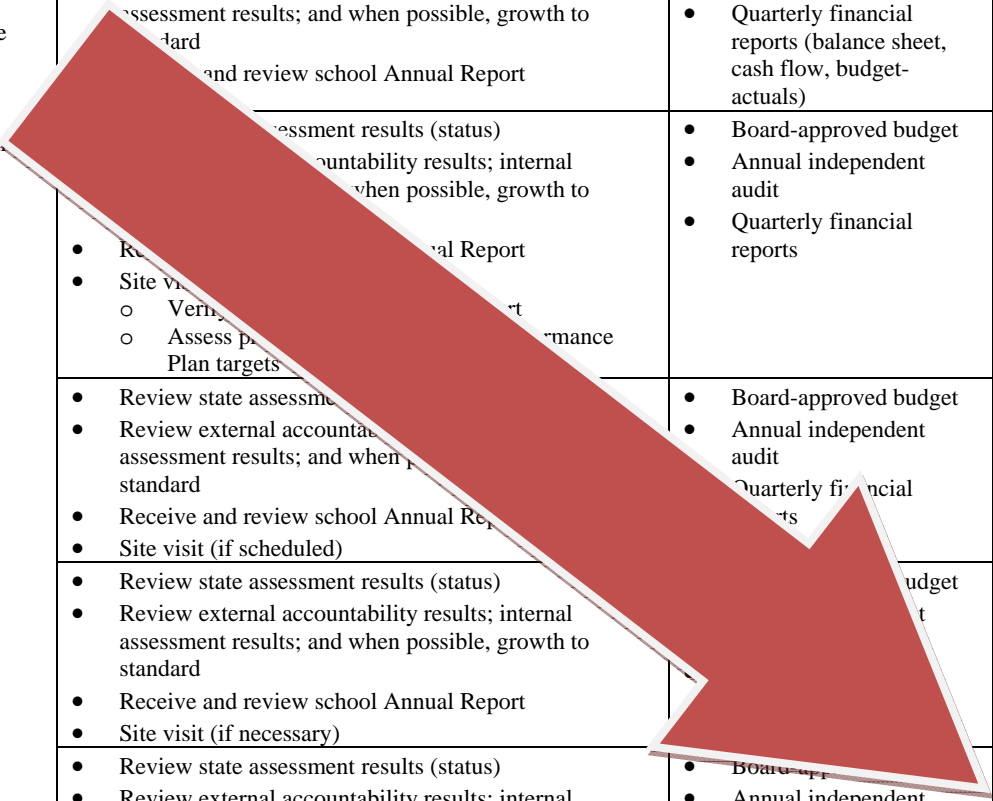
- student academic assessment results,
- compliance monitoring reports generated by the host district,
- the school’s progress towards meeting targets in its Performance Plan,
- the school’s Annual Reports, and
- the school’s annual financial Audits.

In addition, authorizers can carry out site visits to verify information contained in a school’s Annual Report and monitor progress against targets in a school’s Performance Plan.

Authorizers “roll-up” this data and evidence on an annual basis to create a performance profile of each school that it oversees. Authorizers have an obligation to publically report on the performance of the schools that they authorize and oversee. By actively reviewing school performance and school health, authorizers ensure that they are able to report out, in the aggregate, to the general public in a timely manner.

[NAME OF AUTHORIZER] Monitoring Timeline and Events for [insert name of charter school]

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1	<ul style="list-style-type: none"> Periodic monitoring to check compliance with operational program quality expectations through review of site visit records, audit records, and related means of gathering evidence of performance 	<ul style="list-style-type: none"> Approve school Performance Plans with school targets Review state assessment results (status) Review external accountability results; internal assessment results; and when possible, growth to standard Receive and review school Annual Report 	<ul style="list-style-type: none"> Board-approved budget Annual independent audit Quarterly financial reports (balance sheet, cash flow, budget-actuals) 	<ul style="list-style-type: none"> Year 1 performance profile Summary letter to school on progress towards meeting targets in Performance Plan
2		<ul style="list-style-type: none"> Review state assessment results (status) Review external accountability results; internal assessment results; and when possible, growth to standard Receive and review school Annual Report Site visit (if scheduled) <ul style="list-style-type: none"> Verify performance Assess performance 	<ul style="list-style-type: none"> Board-approved budget Annual independent audit Quarterly financial reports 	<ul style="list-style-type: none"> Year 2 performance profile Summary letter to school on progress towards meeting targets in Performance Plan
3		<ul style="list-style-type: none"> Review state assessment results (status) Review external accountability results; internal assessment results; and when possible, growth to standard Receive and review school Annual Report Site visit (if scheduled) 	<ul style="list-style-type: none"> Board-approved budget Annual independent audit Quarterly financial reports 	<ul style="list-style-type: none"> Year 3 performance profile Summary letter to school on progress towards meeting targets in Performance Plan
4		<ul style="list-style-type: none"> Review state assessment results (status) Review external accountability results; internal assessment results; and when possible, growth to standard Receive and review school Annual Report Site visit (if necessary) 	<ul style="list-style-type: none"> Board-approved budget Annual independent audit Quarterly financial reports 	<ul style="list-style-type: none"> Year 4 performance profile Summary letter to school on progress towards meeting targets in Performance Plan
5		<ul style="list-style-type: none"> Review state assessment results (status) Review external accountability results; internal assessment results; and when possible, growth to standard Receive and review school Annual Report Receive and review Application for Renewal Renewal site visit (if scheduled) 	<ul style="list-style-type: none"> Board-approved budget Annual independent audit Quarterly financial reports 	<ul style="list-style-type: none"> Year 5 performance profile Summary letter to school on progress towards meeting targets in Performance Plan



Trend monitoring to make renewal decisions

Renewal decision making



[NAME OF AUTHORIZER] Monitoring Timeline and Events for [insert name of charter school]

Description to go with this chart:

Authorizers must monitor school performance across all areas of charter school accountability – compliance, academics, and operational program and fiscal health – to make responsible decisions at the time of charter renewal. Charter renewal starts at the time the authorizer and school sign the charter contract. All monitoring events generate evidence and data that authorizers use to monitor school performance and health.

Authorizers “roll-up” the data and evidence collected over the course of a school’s charter term to create a renewal performance profile of each school that it oversees.