

Charles County Public Schools

Public Charter Schools

Mid-Year School Review



Charles County Public Schools

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Background

According to the National Association of Charter School Authorizers (NACSA), a quality authorizer evaluates each school annually on its performance and progress toward meeting the standards and targets stated in the charter contract, including essential compliance requirements, and clearly communicates evaluation results to the school's governing board and leadership.

Each year, Charles County Public Schools (CCPS) will conduct a comprehensive on-site review of each of its charter schools. As part of our charter school authorizing responsibility, CCPS will evaluate every aspect of the charter school's operations, including interviews with parents, teachers, students, school leadership, and governing board members. Upon conclusion of the site review, CCPS will provide an annual written report to each school, summarizing their performance and compliance to date and identifying areas of strength and areas needing improvement. This written report will be available for each school's leadership team, staff, stakeholders, families, and governing board.

Each charter school is required to develop an accountability plan that provides information needed to assure strong performance and continuous improvement over the foreseeable future of the school. The plan should place a particular emphasis on documenting performance and progress over a three-five year period from receipt of the charter. The plan must include the essential elements in the required seven areas which include Instructional Programs, Student Services, Family & Community Involvement, Business & Management Services, School Climate, Governance & Management, and Operational Compliance.

Purpose

The purpose of the mid-year review is to allow the charter school to reflect on current practices and highlight aspects of the accountability plan. It also allows the charter school to receive feedback from CCPS regarding its progress towards current annual measures. The mid-year review can help prepare the charter school for the comprehensive on-site visit.

Process

A team from CCPS will meet with the charter school operator and school leader to review the charter school's accountability plan. The meeting will be a minimum of two hours and will be scheduled in advance. Each of the seven sections within the accountability plan will be reviewed and discussed.

The charter school should be prepared to share the following regarding its accountability plan:

- Artifacts to show progress towards reaching each of the annual measurable goals;
- Evidence of program implementation and/or compliance in attainment of goals;
- Any questions that will arise from the CCPS reviewers at the meeting.

The charter school should bring a minimum of three copies of artifacts and/or evidence to share with the CCPS team at the scheduled meeting.

CCPS will document evidence and artifacts in the accountability plan under mid-year review. The charter school will have the opportunity to reflect in writing under the same section of the accountability plan.

Next Steps

The charter school should use the feedback from the mid-year review as it implements its program and monitors goals in its accountability plan. A follow-up site visit, consisting of a more rigorous evaluation, will take place in the spring. Additional information is available in a separate document. The annual accountability review will take place at a later time in the school year after the site visit is complete.