



# FORMAL MONITORING

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21<sup>st</sup> CCLC/ESI

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Brad Bryant, State Superintendent of Schools  
“We will lead the nation in improving student achievement.”

# GaDOE Strategic Goals

**Goal 1** Increase high school graduation rate, decrease drop out rate, and increase post-secondary enrollment rate.

Status



**Goal 2** Strengthen teacher quality, recruitment, and retention.

Status



**Goal 3** Improve workforce readiness skills.

Status



**Goal 4** Develop strong education leaders, particularly at the building level.

Status



**Goal 5** Improve the SAT, ACT, and the achievement scores of Georgia students.

Status



**Goal 6** Make polices that ensure maximum academic and financial accountability.

Status



# GaDOE Strategic Goals



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# Technical Assistance

- New this year:
  - Six state regions, instead of four
  - Self-assessments
  - Revised Sub-grantee Operating Manual
  - Monthly monitoring of AfterSchool 21 data
  - Written feedback on each visit
  - High risk determination

## Site/Program Visitation Documentation

Completed by \_\_\_\_\_ (GaDOE staff) \_\_\_\_\_ (date)

\_\_\_\_\_  
(local district staff signature)

\_\_\_\_\_  
(print name)

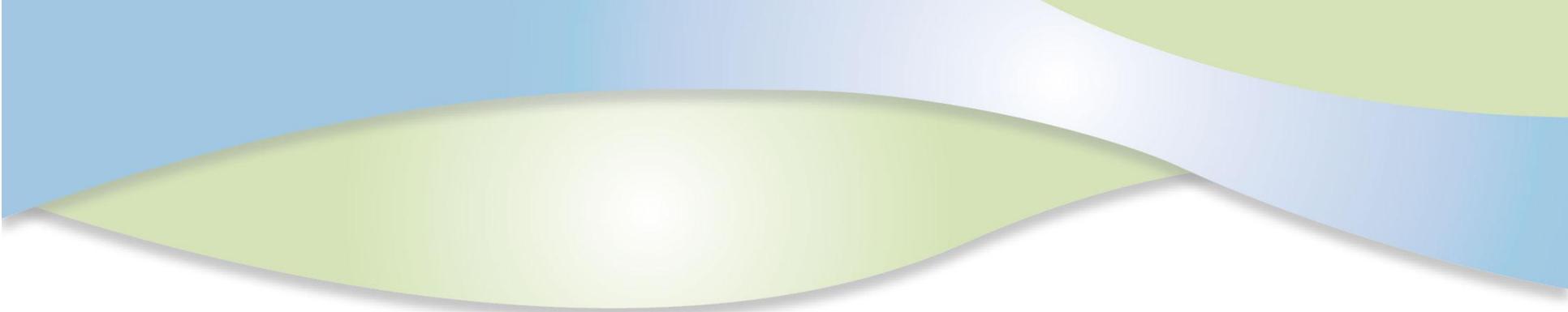
<b>Location:</b>	
<b>Date:</b>	
<b>Observations</b>	<b>Recommendations</b>
<b>Discussion Points</b>	<b>Follow-up Needed:</b>

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# High Risk Status

- ✓ GaDOE may classify a sub-grantee as “high risk” due to non-compliance by the sub-grantee. As a result of this determination, GaDOE may impose special conditions and restrictions on the sub-grantee.
  
- ✓ A sub-grantee may be considered “high risk” if GaDOE determines that the sub-grantee:
  - Has a history of unsatisfactory performance,
  - Is financially unstable,
  - Has a substandard management system,
  - Has not conformed to the terms and conditions of previous awards, or
  - Is otherwise not responsible.



# WHAT IS FORMAL MONITORING?

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# FORMAL MONITORING IS:

- Program documentation review for compliance
- Formal site visits
- Review of AfterSchool 21 Data
- Interviews of students, staff, parents, partners and other stakeholders
- Review progress toward program goals and objectives

- Formal Monitoring will be conducted by another Region's 21<sup>st</sup> CCLC program Budget Analyst and an Education Research and Evaluation Specialist.
- Formal Monitoring may begin as early as January 2011.

# FORMAL MONITORING AREAS OF REVIEW INCLUDE:

## Seven Parts:

- Program Implementation
- Staffing
- Communication/Advisory
- Health and Safety and Nutrition
- Collaboration and Sustainability
- Program Evaluation
- Fiduciary Responsibilities

# DOCUMENTATION FILING SYSTEMS

- Binders with tabs numbered to match monitoring document items
- Folders with labels to match monitoring document items
- File crates
- File boxes

# Monitoring Document

- New this year:
  - Required documentation
  - Artifacts
  - Some elements may be gathered monthly instead of just during one official monitoring visit.
  - Decisions regarding findings will be made with two ERES or with the 21<sup>st</sup> CCLC Program Manager
  - Finding letters, Corrective Action Plans, and successful resolution information will be shared with your CEO or Superintendent

# Begin now...

- Reviewing the Monitoring Document
- Set up your filing system to align with the monitoring document
- Communicate with your staff regarding what needs to be documented, how documentation is to be organized, etc.
- Ensure that described plans, procedures, and policies are written, implemented, and filed.

*In all we do, please remember that children  
ALWAYS come first and that we should be  
about the work of “Leading the Nation in  
Improving Student Achievement”.*