

# Jackson Academic STEAM Academy

School District: Jackson-Madison County Schools School Year: 2022-23

Virtual School Monitoring Report

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#### **Overall Designation and Findings**

The purpose of monitoring is to assess the strengths and areas needing improvement at each virtual school. Each year, local education agencies (LEAs) monitor the instructional, fiscal, and operational practices within their virtual schools using a state-defined series of common practices and statutory requirements. This report reflects the LEA's findings during the monitoring process. The monitoring strands and assurances can be viewed within the <u>Monitoring</u> <u>Domains</u> section of this report. Below is the LEA's overall findings and areas of notability.

#### **School Overall Designation**

✓ Meeting Expec	tations	Approaching Expectations	Below Expectations
Overall Findings:	According to the designation calculator within this report, Jackson Academic STEAM Academy had an overall score of 82. This places the school in the designation of "Meeting Expectations". 100% assurances were met. Most indicators were meeting expectations with 7 partially at expectations. JASA has robust guidelines, procedures and processes in place to assure that students are afforded equitable resources, high quality teaching, adequate and appropriate services, teacher support and accountability as well as monitoring safety, attendance and academic progression.		surances were met. Most indicators were meeting , procedures and processes in place to assure that ate and appropriate services, teacher support and
Strengths:	students. JASA I or what activity	ngs, it was noted that JASA has a strong model for monit has purchased a new software that is designed to v is happening while the student is engaged online cess the social emotional status of students.	capture what a student is searching on the web
Notable Areas for Improvement:	More support is needed in the area of holding students and parents accountable for loggining in to receive services a execution of the Truancy Plan that will reduce the number of chronically absent and truant students. Another area to strengthen is the child find process along with providing interventions and progress monitoring.		/ absent and truant students. Another area to
Plan to Address Notable Areas for Improvement:	Shared leadership to leverage the responsibilities of the established procedures. Continue to work with school and dis staff to strengthen the execution of the school's current plans.		ocedures. Continue to work with school and district

# **Domain 1 Findings: Instruction**

✓ Meeting Expe	ectations	Approaching Expectations	Below Expectations
Strengths:	analyzing stude	edule and handbook precisely outlines students' learning nt data, tracking academic progression, and the school's ime built into their schedules to provide small group ins	progression towards accountability measures.
Notable Areas for Improvement:	students failing,	ment and growth are areas for notable improvement. H and on the latest benchmark no content area met the A s on the latest benchmark in comparson to their AMOs.	AMO expectations. K-8 had 5 out of 14 areas with

# Domain 2 Findings: Fiscal Management

✓ Meeting Expe	ectations	Approaching Expectations	Below Expectations
Strengths:	The budget asse	essment was well planned with spending allocated in ic	lentified areas of need.
Notable Areas for Improvement:	none		

# **Domain 3 Findings: School Operations**

Meeting Expe	□ Meeting Expectations ✓ Approaching Expectations		Below Expectations
Strengths:	students. JASA or what activit	ngs, it was noted that JASA has a strong model for monit has purchased a new software that is designed to y is happening while the student is engaged online cess the social emotional status of students.	capture what a student is searching on the web
Notable Areas for Improvement:	the number of s	students who are chronically absent and truant is impac students in these percentages, 71% are in both categorie g on consistently who need individualized services and t	es. More notable areas for improvement include:

# **Results Snapshot**

The school received the following totals:

Number of Compliant Assurances	17
Number of Non-compliant Assurances	0
Number of Applicable Indicators as Determined by the LEA:	21
Number of Fully Met Indicators:	14
Number of Partially Met Indicators:	7
Number of Indicators Not Met:	0

# Jackson-Madison County

Jackson Academic STEAM Academy]

## Monitoring – December 2022

School Primary Point of Contact	
Principal's Name:	Principal's Phone Number:
Dr. Josie Currie	Click or tap here to enter text.
School Mailing Address:	Principal's Email:
1938 Emporium DriveJackson, TN 38305	jzcurrie@jmcss.org
School's Primary Point of Contact (if not principal):	School's Primary Point of Contact (if not principal) Phone:
Click or tap here to enter text.	Click or tap here to enter text.
School's Primary Point of Contact (if not principal) Email:	
Click or tap here to enter text.	

LEA Primary Point of Contact		
LEA Primary Point of Contact Name:	LEA Primary Point of Contact Phone Number:	
Dr. Vivian Williams 731-664-2500		
LEA PPOC Title:	LEA Primary Point of Contact Email:	
Deputy Superintendent	vcwilliams@jmcss.org	

School Snapshot				
		*		
School Name:	Jackson Academic STEAM Academy	Years In Operation:	2	
Total Current Enrollment:	325	Grades Served:	K-12	
<b>Enrollment Types Accepted:</b> <i>Choose all that apply</i> <i>See appendix A for definitions</i>		□ Out-of-district	□ State-wide	
<b>Primary Instructional Model:</b> Choose all that apply See appendix A for definitions	-	Asynchronous 🗸 E	Bisynchronous 🗖 Hybrid	

## **Enrollment Summary**

Grade Level	Current Enrollment			
	All Students	English Language Learners	Students With a Disability	Economically Disadvantaged
Kindergarten	6	0	2	3
1st Grade	10	3	0	4
2nd Grade	15	0	2	6
3rd Grade	24	2	3	12
4th Grade	23	1	2	13
5th Grade	23	2	4	12
6th Grade	30	4	11	17
7th Grade	38	3	5	15
8th Grade	31	1	4	18
9th Grade	30	4	4	19
10th Grade	41	3	11	18
11th Grade	33	2	9	15
12th Grade	24	1	7	11

#### **Domains and Strands At-a-Glance**

The purpose of monitoring is to assess the strengths and areas needing improvement at each virtual school. This report reflects the current state of the virtual school being monitored.

Each virtual school is monitored to determine an overall designation through a series of domains and strands as categorized below:

- Domain 1: Instruction
  - o <u>Assurances</u>
  - o <u>Strand 1.1: Instructional Practices & Procedures</u>
- Domain 2: Fiscal Management
  - o <u>Assurances</u>
  - <u>Strand 2.1: Fiscal Budgeting</u>
- Domain 3: School Operations
  - o <u>Assurances</u>
  - o <u>Strand 3.1: Attendance</u>
  - o Strand 3.2: Enrollment
  - o <u>Strand 3.3: Staffing & Operations</u>
  - o <u>Strand 3.4: Technology & Instructional Materials</u>
  - o <u>Strand 3.5: Special Populations</u>

### **Designation Methodology**

The LEA will assign the virtual school a designation level based on the percentages of applicable indicators and assurances as indicated in the table below. Use the tables and formula below to calculate the school designation level.

Designation Levels		
Meeting Expectations =	Approaching Expectations =	Below Expectations =
80-100% of Indicators Met	60-79% of Indicators Met	Below 60% of Indicators Met

Formula for calculating school designation levels:

$$Designation Level = \left(\frac{Sum of Indicator Ratings + Sum of Assurance Ratings}{\# of Applicable Indicators + \# of Assurances}\right) \times 100$$

#### **Assurance Rating Table**

Each monitoring domain has associated assurances that are drawn from Tennessee statutes and Tennessee State Board of Education (SBE) rules. The included assurances are indicators of statutory and regulatory compliance and are not an exhaustive list of statutes, rules, or regulations that govern virtual schooling. For each assurance, the LEA's director of schools or their designee will choose either yes or no signifying compliance or non-compliance. If non-compliant assurances are identified, the LEA's director or schools or their designee must provide a statement outlining the steps the LEA and/or virtual school will take to come into compliance with the non-compliant assurance. The LEA will assign a numeric value to each assurance based on the tables below.

Compliant with Assurance	Non-compliant with Assurance
<ul> <li>The LEA's director of schools or their designee attests that the virtual</li></ul>	<ul> <li>The LEA's director of schools or their designee attests that the virtual</li></ul>
school is fully compliant with the listed assurance.	school is not fully compliant with the listed assurance.

Numeric Value of Assurance Ratings		
<i>Compliant with assurance</i> = 1	Non-compliant with Assurance = 0	

#### **Indicator Rating Table**

LEAs will rate how the virtual school aligns to each applicable indicator within the monitoring strands. The LEA will assign a numeric value to each applicable indicator based on the tables below. Certain indicators may not be applicable to the virtual school; these indicators should not have a numeric value assigned and should be marked as "Indicator Not Applicable".

Fully Meets the Indicator	Partially Meets the Indicator	Does Not Meet the Indicator	Indicator Not Applicable
<ul> <li>School provides evidence that aligns <b>fully</b> with the elements addressed in the indicator</li> <li>Provided evidence shows fulfillment or compliance of the indicator</li> <li>One or more pieces of evidence are provided</li> </ul>	<ul> <li>School provides evidence that aligns partially with the elements addressed in the indicator</li> <li>Provided evidence shows progress towards fulfillment or compliance of the indicator</li> <li>One or more pieces of evidence are provided</li> </ul>	<ul> <li>School does not provide evidence that satisfies the elements addressed in the indicator</li> <li>School provides evidence that does not address the indicator</li> <li>School does not provide evidence</li> </ul>	<ul> <li>The indicator is not applicable due to grade-level configuration</li> <li>The indicator is not applicable due to absence of previous year accountability data</li> <li>The indicator is not applicable due to LEA policy</li> <li>Note: LEA must enter rationale when choosing indicator not applicable.</li> </ul>

Numeric Value of Indicator Ratings						
Fully Meets the	Fully Meets the Partially Meets the Does Not Meet the Indicator is Not Applicable = N					
Indicator = 1 Indicator = .5 Indicator = 0 Numeric Score						

## Accountability Data

School accountability data is taken directly from the Tennessee State Report Card and reflects the prior year's data. Schools that opened in the current academic year will not have state report card data; the LEA should put N/A in this section for these schools.

#### URL to School's Tennessee State Report Card

https://tdepublicschools.ondemand.sas.com/school/005700150

Graduation Rate (if applicable for grades served)		
Graduation Rate measures the percentage of students that are graduating in four years and whether this percentage is increasing from one year to the next.		
School Graduation Rate District Average Graduation Rate		
N/A	85.7%	

Ready Graduate (College and Career Readiness) (if applicable for grades served)			
Ready Graduate measures whether students are ready for college and careers after high school and whether the percentage of students who are ready is improving from one year to the next. The CTE concentrators rate represents the percentage of graduates who concentrated in a Career and Technical Education program of study.			
School Ready Graduate Rate	District Ready Graduate Rate		
N/A	28.7%		
School Average ACT Composite Score	District Average ACT Composite Score		
N/A	16.5		
School Percentage of CTE Concentrators	District Percentage of CTE Concentrators		
N/A	39.6%		

Overall Academic Growth			
Student growth measures the academic growth rates of groups of students from year to year. Schools are rated as Level 1 through Level 5. Level 1 indicates significant			
evidence that students are making less than expected growth while Level 5 indicates significant evidence that students are making more than expected growth.			
School Wide Growth Score District Wide Growth Score			
3 5			

Success Rate		
Success rate represents the percentage of students that scored on track or mastered on annual state tests.		
Overall School Success Rate Overall District Success Rate		
11.9% 19.7%		

Academic Achievement by Subject			
Academic achievement is the percentage of students performing on grade level on state assessments as well as the improvement in this percentage from one year to the			
n	ext.		
School ELA Achievement Percent	District ELA Achievement Percent		
19.7%	23.6%		
School Math Achievement Percent	District Math Achievement Percent		
4.9%	16.1%		
School Social Studies Achievement Percent	District Social Studies Achievement Percent		
15.4%	20.3%		
School Science Achievement Percent	District Science Achievement Percent		
17.4%	22.7%		

Chronic Absenteeism		
The chronic absenteeism rate is the percent of students who are chronically absent.		
School Percent of Chronically Absent Students District Percent of Chronically Absent Students		
18.5%	24.2%	

Overall Progress on English Language Proficiency			
Progress on English language proficiency rate indicates the percent of English Language Learners who are demonstrating growth in their ability to read, write, listen to,			
and speak English.			
School Progress of English Language Proficiency Rate District Progress of English Language Proficiency Rate			
N/A	40.4%		

Staffing		
Number of Teachers in Virtual School		
37		
Student to Teacher Ratio within Virtual School Student to Teacher Ratio within District		
13:1	15:1	

#### **Monitoring Domains**

#### **Domain 1: Instruction**

#### Assurances

- 1. The virtual school uses technology to deliver a significant portion (majority) of instruction to its students via the Internet in a virtual or remote setting.
  - ✓Yes □No

If not, what is the school's plan to come into compliance?

Click or tap here to enter text.

2. The virtual school provides access to a sequential curriculum that meets or exceeds the academic standards adopted by the State Board <u>utilizing state-approved textbooks and instructional materials</u> unless a waiver has been granted to the LEA in accordance with T.C.A. § 49-6-2206 and State Board Rule 0520-01-18.

✓Yes □No

If not, what is the school's plan to come into compliance?

Click or tap here to enter text.

3. The virtual school provides instructional materials and ensures access to necessary technology, such as a computer, printer, and Internet connection, to each family with a student enrolled in the virtual school.

✓Yes □No

If not, what is the school's plan to come into compliance?

Click or tap here to enter text.

4. The virtual school provides the same length of time for learning opportunities per academic year that is required under T.C.A. § 49-6-3004 for public school students (minimum of 180 days of instruction and 6.5 hours per day).

✓Yes □No

If not, what is the school's plan to come into compliance?

Click or tap here to enter text.

5. The virtual school fully complies with requirements for physical activity and physical education pursuant to T.C.A. § 49-6-1021(e)-(f) and State Board Policy 4.206.

✓Yes □No

If not, what is the school's plan to come into compliance?

Click or tap here to enter text.

6. The virtual school fulfills the requirements to implement the Response to Instruction and Intervention (RTI<sup>2</sup>) framework adopted by the State Board in accordance with State Board Rule 0520-01-03-.09.

✓Yes □No

If not, what is the school's plan to come into compliance?

Click or tap here to enter text.

# Domain 1: Monitoring Strands

Strand 1.1 – Instructional Practices & Procedures				
Indicator	Citation	Recommended Evidence	Recommended Interview Questions	Final Rating & Rationale
Instructional Practices & Procedures 1 Show with school level data that the school demonstrates increases in student achievement and that the school is meeting or exceeding the LEAs required accountability targets.	– T.C.A. § 49-16-213; – SBE Rule 0520-01-03 .05(1)(b)(6) – TILS A3, A5	<ul> <li>Student achievement data from previous year (if available)</li> <li>School level TVAAS/TCAP data (if available)</li> <li>Previous year school level AMO and Double AMO targets (if available)</li> </ul>	<ul> <li>Did the school meet their goals as outlined in the previous year's annual school plan?</li> <li>How does the school utilize student and school accountability data in decision making?</li> <li>What actions are taken when student achievement and/or growth are not on track?</li> <li>What are the main factors that lead to the school's current accountability ratings?</li> </ul>	Rating:         □ Fully Meets the Indicator         ✓ Partially Meets the Indicator         □ Does Not Meet the Indicator         □ Indicator Not Applicable         Rationale and Provided         Evidence:         Although academic         growth was not at         expectation 21-22 school         year, there are a few         subject areas in grades K-8 that are progressing         according to the latest         benchmark assessment         data. However, high         school content areas         remain an area of focus         based on data results         from the benchmark         assessment.

	Strand 1.1 – In	nstructional Practices	& Procedures	
Indicator	Citation	Recommended Evidence	Recommended Interview Questions	Final Rating & Rationale
Instructional Practices & Procedures 2 Show how the school tracks student progress toward TN academic standards and what actions are taken when the school has determined that a student is behind in their progress.	- T.C.A. § 49-16-205 - SBE rule 0520-01-03 .05 (1)(b)(8) - TILS A3, A4, A5	<ul> <li>Narrative response</li> <li>Pacing guides</li> <li>Progress monitoring reports</li> <li>Student / academic handbook</li> <li>Data tracker</li> </ul>	<ul> <li>How does the school ensure curricular alignment with TN Academic Standards?</li> <li>How does the school ensure that teachers are aligning to curriculum maps and pacing guides created by the school or LEA?</li> <li>Who leads the process of tracking student progress?</li> <li>What data is used to determine and define student success?</li> <li>What actions are taken to support students who are not progressing appropriately?</li> <li>How does the school communicate and partner with a family if the student is behind in their progress?</li> </ul>	Rating:       □         Fully Meets the Indicator         ✓       Partially Meets the Indicator         □       Does Not Meet the Indicator         □       Indicator Not Applicable         Rationale and Provided         Evidence:         Data tracking forms were         robust and consistently         analyzed to track students         progress and the school's         progression towards         accountability measures.         There is a guideline         established of a process to         better engage students when         they are failing. However, the         execution of the process may         need further development         and refining.

	Strand 1.1 – Instructional Practices & Procedures				
Indicator	Citation	Recommended Evidence	Recommended Interview Questions	Final Rating & Rationale	
Instructional Practices & Procedures 3Outline a typical daily schedule for students in each of the following grade 	– TILS A2, A4	<ul> <li>Student / academic handbook</li> <li>Course catalog or school master schedule</li> <li>Screenshots or exports or student schedules</li> </ul>	<ul> <li>On average, how much daily instructional time is spent on a computer for each grade band?</li> <li>How are students engaging with curriculum when not on a computer?</li> <li>How does the school ensure that students stay engaged in learning when learning asynchronously?</li> <li>How does the school provide instructional differentiation virtually?</li> <li>How does the school provide high-dosage, low- ratio tutoring to virtual students?</li> </ul>	Rating: ✓ Fully Meets the Indicator □ Partially Meets the Indicator □ Does Not Meet the Indicator □ Indicator Not Applicable Rationale and Provided Evidence: Master schedule and handbook precisely outlines students' learning plan with 3 days of live classes and 2 days of bisynchronous learning or flex days. The teachers have opportunity to provide small group instruction that is built into their schedules.	

Strand 1.2 - Instruction and Learning Paths					
Indicator	Citation	Recommended Evidence	Recommended Interview Questions	Final Rating & Rationale:	
Instructional Practices & Procedures 4 Show how the school offers or allows an advanced or accelerated learning path for its students.	– T.C.A. § 49-16-205 – SBE Policy 2.103 (1)(22) – TILS A5, D3	<ul> <li>Advanced curriculum</li> <li>Learning path tracker</li> <li>Student / academic handbook</li> </ul>	<ul> <li>How are students informed that they may work at their own pace to advance through a course?</li> <li>How do teachers manage a classroom of students on differentiated learning paths?</li> </ul>	<ul> <li>Rating:</li> <li>✓ Fully Meets the Indicator</li> <li>□ Partially Meets the Indicator</li> <li>□ Does Not Meet the Indicator</li> <li>□ Indicator Not Applicable</li> <li>Rationale and Provided</li> <li>Evidence:</li> <li>Student handbook-</li> <li>Students' curriculum platform allows students access to work ahead. Students have options to pariticpate in extra-curriculum instructional opportunities twice a month on campus.</li> </ul>	

	Strand 1.2 - Instruction and Learning Paths				
Indicator	Citation	Recommended Evidence	Recommended Interview Questions	Final Rating & Rationale:	
Instructional Practices & Procedures 5 Show how the school ensures that all students enrolled in a state tested subject or course have the ability to take state assessments in a proctored environment.	– SBE Policy 2.103 (6)(3) – SBE Rule 0520-01-0305 – TILS D3	<ul> <li>Internal TCAP planning documents</li> <li>Example of distributed communication</li> <li>TCAP proctor training</li> </ul>	<ul> <li>Describe the school's plans and approach to administer TCAP testing.</li> <li>How will the school offer makeup testing for students who are absent on the day of test administration?</li> </ul>	Rating:         ✓ Fully Meets the Indicator         □ Partially Meets the Indicator         □ Does Not Meet the Indicator         □ Indicator Not Applicable         Rationale and Provided         Evidence:         Testing protocols and         schedule         The school has a formal         plan for benchmark and         summative assessments in         a proctored environment.         Makeup testing days are         built into the testing         schedule.	
Instructional Practices & Procedures 6 Show how the school tracks both graduation requirements and Ready Graduate indicators for each student in grades 9-12. List of EPSOs here: <u>Early</u> <u>Postsecondary Opportunities</u> (tn.gov)	– T.C.A. § 49-6-414 – SBE Rule 0520-01-0306 – TILS A5	<ul> <li>Internal tracker or database</li> <li>Transcript audit schedules</li> <li>EPSO catalog</li> <li>Career Pathway catalog</li> </ul>	<ul> <li>How does the school provide opportunity for students to track their graduation or Ready Graduate progress?</li> <li>What supports are provided to students who are not on track to graduate and/or to obtain Ready Graduate status?</li> </ul>	Rating:         ✓ Fully Meets the Indicator         □ Partially Meets the Indicator         □ Does Not Meet the Indicator         □ Indicator Not Applicable         Rationale and Provided         Evidence:         The school tracks         students' credits, EPSOS,         Ready Grad indicators         beginning their 9 <sup>th</sup> grade         year.	

	Strand 1.2 - Instruction and Learning Paths				
Indicator	Citation	Recommended Evidence	Recommended Interview Questions	Final Rating & Rationale:	
				The tracking form informs school personnel on students progress towards their graduation plan. Students who are off track are giving an opportunity to obtain additional credits through Edmentum. They may be placed on an Academic Accountability plan.	

#### **Domain 2: Fiscal Management**

#### Assurances

1. The virtual school fully complies with T.C.A. § 49-6-3003 and State Board Rule 0520-02-01-.05 and does not charge tuition to attend the virtual school for students who live within the zone of residency of the LEA that operates the virtual school.

✓Yes □No

If not, what is the school's plan to come into compliance?

Click or tap here to enter text.

2. The virtual school fully complies with State Board Rule 0520-01-02-.16 and does not require that students or families pay a fee to use equipment and/or software while receiving educational training. The virtual school does not require students or families to pay a fee for equipment insurance.

✓Yes □No
If not, what is the school's plan to come into compliance?

Click or tap here to enter text.

## Domain 2: Monitoring Strands

Strand 2.1 - Fiscal Budgeting				
Indicator	Citation	Recommended Evidence	Recommended Interview Questions	Final Rating & Rationale:
Fiscal Budgeting 1 Show that the school has a process to identify and document fiscal needs for the upcoming budgeting cycle.	– TILS D2, D4	<ul> <li>Financial manual</li> <li>Narrative</li> <li>Outline of budgeting process</li> <li>Budgeting needs assessment document</li> </ul>	<ul> <li>Did last year's fiscal budget adequately meet the school's needs? Why or why not?</li> <li>Are there any ongoing initiatives, issues, and/or challenges that may cause the school to exceed the current year's fiscal budget?</li> <li>How does the school identify fiscal needs during the planning process?</li> <li>Based on trend data, will student enrollment increase, decrease, or not change in the upcoming year? How will the school plan for the change?</li> </ul>	<ul> <li>Rating:</li> <li>✓ Fully Meets the Indicator</li> <li>□ Partially Meets the Indicator</li> <li>□ Does Not Meet the Indicator</li> <li>□ Indicator Not Applicable</li> <li>Rationale and Provided</li> <li>Evidence:</li> <li>The school has a budget</li> <li>assessment that</li> <li>documents identified</li> <li>needs and budgeted</li> <li>items. The school's Eplan</li> <li>is another source of</li> <li>identified goals, needs</li> <li>and budgeted items that</li> <li>provides evidence of how</li> <li>the school identify fiscal</li> <li>needs during their</li> <li>planning process.</li> </ul>

Strand 2.1 - Fiscal Budgeting				
Indicator	Citation	Recommended Evidence	Recommended Interview Questions	Final Rating & Rationale:
Fiscal Budgeting 2 Show how the school has outlined and communicated applicable tuition or fees that students must pay to attend virtual school.	<ul> <li>SBE Rule 0520-01-0216</li> <li>TILS D3</li> <li>TDOE Office of General Counsel Guidance and Frequently Asked Questions Regarding Public School Fees</li> </ul>	<ul> <li>Documentation of the tuition or fee and why it is required</li> <li>Documentation of communication to families</li> </ul>	<ul> <li>If required, what is the tuition amount to attend the school?</li> <li>List any fees that students are required to pay.</li> <li>List any fees that students are asked, but not required to pay.</li> <li>How has the school addressed situations in which a family is unable to pay the fees and/or tuition for enrollment and/or extracurricular activities?</li> <li>How are students and parents notified of required fees before they enroll within the school?</li> <li>How are students and parents notified of required fees as opposed to requested fees?</li> </ul>	Rating: ☐ Fully Meets the Indicator ☐ Partially Meets the Indicator ☐ Does Not Meet the Indicator ✓ Indicator Not Applicable Rationale and Provided Evidence: There are no fees or tuition that students must pay to attend virtual schools. It is recommended that the school explicitly communicate via their handbook or website that no fees or tuition are required to attend the virtual school. (However, students who damage or lose school issued laptops may be required to pay for the replacement.)

## **Domain 3: School Operations**

#### Assurances

1. The virtual school fully complies with all compulsory attendance requirements and monitors and reports daily attendance for students enrolled in the virtual school pursuant to T.C.A. § 49-6-3007 and State Board Rule 0520-01-03-.05.

#### ✓Yes □No

If not, what is the school's plan to come into compliance?

Click or tap here to enter text.

2. The virtual school implements the establishing LEA's progressive truancy intervention plan for students enrolled at the virtual school.

✓Yes □No

If not, what is the school's plan to come into compliance?

Click or tap here to enter text.

3. On or before August 1 of each year, the virtual school notifies all LEAs of the enrollment of students residing within another LEA's jurisdiction. The virtual school notifies the LEA of residency within two (2) weeks when enrollment changes occur relative to students residing within that LEA of residency's jurisdiction pursuant to State Board rule 0520-01-03-.05(1)(d).

✓Yes □No

If not, what is the school's plan to come into compliance?

Click or tap here to enter text.

4. The virtual school does not enforce selective enrollment criteria for a student to attend the virtual school if the student resides within the residency zone of the LEA establishing the virtual school pursuant to T.C.A. § 49-16-211.

✓Yes □No

If not, what is the school's plan to come into compliance?

Click or tap here to enter text.

5. The virtual school records and monitors class sizes and meets class size standards as established by T.C.A. § 49-1-104, State Board Rule 0520-01-03-.05(1), and State Board Policy 3.206.

✓Yes □No

If not, what is the school's plan to come into compliance?

Click or tap here to enter text.

6. The virtual school ensures that students with special needs, including students with disabilities and students with limited English proficiency, are not excluded from enrolling and participating in the virtual school and receive all services required by the student's Individualized Education Program (IEP), Section 504 Plan, or Individual Learning Plan (ILP).

✓Yes □No

If not, what is the school's plan to come into compliance?

Click or tap here to enter text.

7. For each course offered, the virtual school has an assigned teacher of record who is properly endorsed and licensed to teach in Tennessee in compliance with state law pursuant to State Board Rule 0520-02-03, and State Board Policy 5.502.

✓Yes □No

If not, what is the school's plan to come into compliance?

Click or tap here to enter text.

8. The virtual school annually evaluates all teachers employed by the LEA serving as teacher of record within the virtual school pursuant to T.C.A. § 49-1-302 and State Board Rule 0520-02-01.

✓Yes □No

If not, what is the school's plan to come into compliance?

Click or tap here to enter text.

9. The virtual school and the LEA establishing the public virtual school maintains and provides to the Department of Education accurate records and information regarding the operation and compliance of the virtual school.

✓Yes □No

If not, what is the school's plan to come into compliance?

Click or tap here to enter text.

# Domain 3: Monitoring Strands

Strand 3.1 - Attendance					
Indicator	Citation	Recommended Evidence	Recommended Interview Questions	Final Rating & Rationale:	
Attendance 1 Show how the school tracks daily student attendance.	– T.C.A. § 49-6-3007 – SBE Rule 0520-01-0305 – TILS A4, A5, D3	<ul> <li>Internal attendance tracking system</li> <li>Student attendance data</li> <li>Student / academic handbook</li> <li>Note: Evidence needs to be varied – describe each method and how they interact with each other</li> </ul>	<ul> <li>How does the school ensure students are engaging in 6.5 hours of learning each day?</li> <li>How does the school use attendance data to support students?</li> </ul>	Rating:         ✓ Fully Meets the Indicator         □ Partially Meets the Indicator         □ Does Not Meet the Indicator         □ Indicator Not Applicable         Rationale and Provided         Evidence:         School uses Schoology         analytics to track         attendance.	

	S	Strand 3.1 - Attendand	ce	
Indicator	Citation	Recommended Evidence	Recommended Interview Questions	Final Rating & Rationale:
Attendance 2 Show how the school identifies students who are chronically absent and/or truant and how the school communicates this information to parents/guardians.	– T.C.A. § 49-6-3007 – SBE Rule 0520-01-0305 – TILS A1, A3, A5, B3, B5	<ul> <li>Communication logs</li> <li>Student / academic handbook</li> <li>Attendance tracker/report</li> </ul>	<ul> <li>What challenges have surfaced when speaking with parents regarding attendance data?</li> <li>How frequently are staff required to communicate with parents/guardians?</li> </ul>	Rating: ☐ Fully Meets the Indicator ✓ Partially Meets the Indicator ☐ Does Not Meet the Indicator ☐ Indicator Not Applicable Rationale and Provided Evidence: Documents indicate that there is a Truancy Plan with defined roles for each member of the team that outlines a process for identifying students who are chronically absent. However, the percentage of students who are chronically absent at JASA remains in the top highest percentages in the district. Continued efforts are suggested to execute guidelines and attain measurable outcomes that will decrease the number of chronically absent students.

	Strand 3.1 - Attendance				
Indicator	Citation	Recommended Evidence	Recommended Interview Questions	Final Rating & Rationale:	
Attendance 3 Show how the school supports students who are chronically absent and/or truant.	– T.C.A. § 49-6-3007 – SBE Rule 0520-01-0305 – TILS A4, A5, B4, B5	<ul> <li>Student / academic handbook</li> <li>Attendance procedures</li> </ul>	<ul> <li>What percentage of enrolled students are currently considered chronically absent?</li> <li>What factors lead to chronic absenteeism within the school?</li> <li>What steps has the school taken to support chronically absent students?</li> </ul>	Rating: ☐ Fully Meets the Indicator ✓ Partially Meets the Indicator ☐ Does Not Meet the Indicator ☐ Indicator Not Applicable Rationale and Provided Evidence: Truancy Plan- The school has a Truancy Plan, they work collaboratively with the district's Truancy Officers and they have an academic accountability plan for students and parents. However, 71% of students who are failing are also chronically absent. Although there are plans in place, more work is needed in the area of supporting students who are chronically absent or truant.	

Strand 3.1 - Attendance				
Indicator	Citation	Recommended Evidence	Recommended Interview Questions	Final Rating & Rationale:
Attendance 4 Show how the school informs students, parents, and guardians of attendance procedures.	– TILS A4, A5, B4, B5	<ul> <li>Parent outreach materials</li> <li>Student / academic handbook</li> </ul>	<ul> <li>How often do parents get updates regarding attendance?</li> <li>What is the process for addressing parent feedback or a concern regarding attendance?</li> </ul>	<ul> <li>Rating:</li> <li>✓ Fully Meets the Indicator</li> <li>□ Partially Meets the Indicator</li> <li>□ Does Not Meet the Indicator</li> <li>□ Indicator Not Applicable</li> <li>Rationale and Provided</li> <li>Evidence:</li> <li>Handbook outlines</li> <li>attendance procedures.</li> </ul>

	Strand 3.2 - Enrollment				
Indicator	Citation	Recommended Evidence	Recommended Interview Questions	Final Rating & Rationale:	
Enrollment 1 Show how the school has established and communicated the process and criteria for determining if a student may remain enrolled in the virtual school.	– T.C.A. § 49-16-211 – T.C.A. § 49-6-3102(f) – TILS B1, D3	<ul> <li>Student / academic handbook</li> <li>Screening Criteria</li> </ul>	<ul> <li>What is the process for determining if the virtual setting is the right school for a student?</li> <li>What does communication with families look like throughout this process?</li> </ul>	<ul> <li>Rating:</li> <li>✓ Fully Meets the Indicator</li> <li>□ Partially Meets the Indicator</li> <li>□ Does Not Meet the Indicator</li> <li>□ Indicator Not Applicable</li> <li>Rationale and Provided</li> <li>Evidence:</li> <li>The school had a required</li> <li>parent orientation</li> <li>meeting, guidelines are in</li> <li>the school handbook and</li> <li>information is accessible</li> <li>on their website that</li> <li>describes the process to</li> <li>determine if a student</li> <li>may remain enrolled.</li> </ul>	
Enrollment 2 Show that the school has an established process for in- district student enrollment that does <u>not</u> use selective enrollment criteria as a condition for enrollment	– TILS B3, D3	<ul> <li>Student / academic handbook</li> <li>Enrollment application that outlines process</li> <li>Orientation materials</li> <li>Samples of distributed communication</li> </ul>	<ul> <li>Outline the school's enrollment process from the perspective of the student/family.</li> <li>How does the school ensure that the student has everything needed to log in for their first day of school?</li> </ul>	<ul> <li>Rating:</li> <li>✓ Fully Meets the Indicator</li> <li>□ Partially Meets the Indicator</li> <li>□ Does Not Meet the Indicator</li> <li>□ Indicator Not Applicable</li> <li>Rationale and Provided</li> <li>Evidence:</li> <li>Handbook</li> <li>Open enrollment process and guidelines</li> </ul>	

	Strand 3.2 - Enrollment					
Indicator	Citation	Recommended Evidence	Recommended Interview Questions	Final Rating & Rationale:		
Enrollment 3 Show how the school ensures or completes the following: – that out-of-district enrollment procedures align to the LEA board policy on out-of-district enrollment – communicates a timeline and process for out-of- district enrollment	– TILS B1, B4, D3	<ul> <li>Board Approved Policy</li> <li>Student / academic handbook</li> <li>Enrollment application that outlines process</li> <li>School created communication documents</li> <li>Screenshot of website showing out-of-district enrollment information</li> </ul>	<ul> <li>How does the school ensure that its out-of- district (non-residency) enrollment procedures align to LEA policy?</li> <li>How does the school ensure the public (I.e., families) understands how to enroll when living in an out of district area?</li> </ul>	Rating:         □ Fully Meets the Indicator         □ Partially Meets the Indicator         □ Does Not Meet the Indicator         ✓ Indicator Not Applicable         Rationale and Provided         Evidence:         Out-of-district enrollment         is not allowed at this time.		

Strand 3.3 - Staffing & Operations				
Indicator	Citation	Recommended Evidence	Recommended Interview Questions	Final Rating & Rationale:
<ul> <li>Staffing &amp; Operations 1</li> <li>Show how the school ensures that the teacher of record for each course:: <ul> <li>verifies student daily attendance.</li> <li>monitors the safety and well-being of their students.</li> </ul> </li> </ul>	– SBE Rule 0520-01-0305 – TILS A5, D3	– Teacher Schedules	<ul> <li>Explain how teachers monitor the well-being of their students.</li> <li>How is this model increasing student achievement and well- being?</li> </ul>	Rating: ✓ Fully Meets the Indicator □ Partially Meets the Indicator □ Does Not Meet the Indicator □ Indicator Not Applicable Rationale and Provided Evidence: Teacher schedule: It is the teachers responsibility to verify students' daily attendance. JASA has purchased a new software that is designed to capture what a student is searching on the web or what activity is happening while the student is engaged online. The district has purchase Rhythm which is a program to access the social emotional status of students.

	Strand 3.3 - Staffing & Operations				
Indicator	Citation	Recommended Evidence	Recommended Interview Questions	Final Rating & Rationale:	
Staffing and Operations 2	– TILS A2, A5, C2, C3	– TEAM evaluation data	<ul> <li>How are struggling teachers identified?</li> </ul>	Rating: ✓ Fully Meets the Indicator	
Show how the school: – ensures teachers are		<ul> <li>Teacher evaluation tracker/report</li> </ul>	– What supports does the	Partially Meets the Indicator	
trained to teach Tennessee		– Areas of refinement and	school offer struggling teachers?	Does Not Meet the Indicator	
State Standards – identifies and supports struggling teachers.		reinforcement report – Documentation of a coaching model	<ul> <li>What trends have been identified when supporting struggling teachers?</li> </ul>	☐ Indicator Not Applicable Rationale and Provided Evidence: The school principal led beginning of the year standards training. There is an Instructional Coach, Learning Coach and Math Coach as well as the school principal who supports teachers. TEAM evaluations, observations, viewing of recorded lessons and Mastery Connect data reviews are strategies used to identify struggling teachers. The principal shared that Academic Feedback is the refinement area that has been a trend at the virtual school. Teachers are completing a book study focusing on this trend.	

	Strand 3.4 - Technology and Instructional Materials				
Indicator	Citation	Recommended Evidence	Recommended Interview Questions	Final Rating & Rationale:	
Tech. & Instructional Materials 1 Show how the school ensures that virtual school students have access to technology, including a computer, printer, and internet connection.	– T.C.A. § 49-16-206 – TILS D3, D4	<ul> <li>Inventory tracker</li> <li>Student / academic handbook</li> <li>Student / family technology contract</li> </ul>	<ul> <li>Describe to us the system for distributing the necessary technology to a family.</li> <li>How does the school ensure every family has the proper technology before school starts?</li> </ul>	Rating:         ✓ Fully Meets the Indicator         □ Partially Meets the Indicator         □ Does Not Meet the Indicator         □ Indicator Not Applicable         Rationale and Provided         Evidence:         Student/ family contract	

	Strand 3.5 - Special Populations				
Indicator	Citation	Recommended Evidence	Recommended Interview Questions	Final Rating & Rationale:	
Special Populations 1 Show how the school implements child find procedures in a virtual setting.	– 20 U.S.C. § 1412(a)(3) – SBE Rule 0520-01-0905 – TILS A3, A4, A5	<ul> <li>Screeners Used</li> <li>Student / academic handbook</li> <li>Data regarding special populations</li> </ul>	<ul> <li>What screeners are used in the school's child find process?</li> <li>Explain how the school identifies students who may have a learning disability that are not receiving special education services.</li> </ul>	Rating: ☐ Fully Meets the Indicator ✓ Partially Meets the Indicator ☐ Does Not Meet the Indicator ☐ Indicator Not Applicable Rationale and Provided Evidence: There is a process established to drill down benchmak data to identify students that are underperforming. Teachers, while in their PLCs, discuss the students who are most at-risk. However, progress moinitoring or interventions were not well defined. Therefore, this indicator needs more refinement on the specifics of the process for identification of those who may need special services. (RTI and PM particularly)	

	Strand 3.5 - Special Populations					
Indicator	Citation	Recommended Evidence	Recommended Interview Questions	Final Rating & Rationale:		
Special Populations 2 Show how the school identifies students in need of EL screening in a virtual setting. TDOE ELL guidance found here: <u>TDOE English Learners</u>	<ul> <li>Title VI of the Civil Rights Act of 1964</li> <li>SBE Rule 0520-01-1903</li> <li>SBE Policy 3.207</li> <li>TILS A3, B4, D3</li> </ul>	<ul> <li>Screeners used</li> <li>Student / academic handbook</li> <li>Home language survey data</li> </ul>	<ul> <li>Describe the steps that the school takes to identify students who may need EL services.</li> <li>Outline the screening process for.</li> </ul>	<ul> <li>Rating:</li> <li>✓ Fully Meets the Indicator</li> <li>□ Partially Meets the Indicator</li> <li>□ Does Not Meet the Indicator</li> <li>□ Indicator Not Applicable</li> <li>Rationale and Provided</li> <li>Evidence:</li> <li>Screeners, Benchmark</li> <li>assessments, enrollment</li> <li>survey to assess home</li> <li>lanaguage</li> </ul>		
Special Populations 3 Show how the school oversees the implementation of IEPs and ILPs for virtual school students	– SBE Rule 0520-01-09 – SBE Policy 3.206 – SBE Policy 3.207 – TILS A2, A3, A4, A5, B2, D3	<ul> <li>– IEP/ILP example (redacted where necessary)</li> <li>– Student / academic handbook</li> </ul>	<ul> <li>Outline the process in which ESL and Special Education teachers provide virtual supports for students?</li> <li>How do students receive required in-person support?</li> <li>How does the school ensure that students that are receiving tiered interventions are advancing academically?</li> </ul>	<ul> <li>Rating:</li> <li>✓ Fully Meets the Indicator</li> <li>□ Partially Meets the Indicator</li> <li>□ Does Not Meet the Indicator</li> <li>□ Indicator Not Applicable</li> <li>Rationale and Provided</li> <li>Evidence:</li> <li>IEP and ILP</li> <li>documentation</li> </ul>		

	Strand 3.5 - Special Populations				
Indicator	Citation	Recommended Evidence	Recommended Interview Questions	Final Rating & Rationale:	
Special Populations 4 Show how the school ensures that student's EL and SPED services are met.	<ul> <li>SBE Rule 0520-01-09</li> <li>SBE Policy 3.206</li> <li>SBE Policy 3.207</li> <li>TILS A2, A3, A4, A5, D3</li> </ul>	<ul> <li>Schedule of EL or SPED services</li> <li>Redacted ILP or IEP meeting minutes (ensure the sample is devoid of any student information)</li> </ul>	<ul> <li>How does the school ensure student's service minutes are being met and schedules are correct for SWDs and EL students?</li> <li>How does the school execute these schedules and service minutes with fidelity?</li> </ul>	Rating:□Fully Meets the Indicator✓Partially Meets the Indicator□Does Not Meet the Indicator□Indicator Not ApplicableRationale and ProvidedEvidence:Although times arescheduled to provideservices and personnelare making extra effortsto reach students, there isa concern with studentsactually logging on so theycan receive theiradditional servicesprovided by SPED or ESLpersonnel. The servicesare monitored by theschool principal anddistrict staff.	

	Strand 3.5 - Special Populations				
Indicator	Citation	Recommended Evidence	Recommended Interview Questions	Final Rating & Rationale:	
Special Populations 5 Show how the school provides appropriate staff and resources to support SWD and EL students.	– ESSA, Title III § 3102 – SBE Rule 0520-01-09 – SBE Policy 3.206 – SBE Policy 3.207	– Staffing Documents – Class Rosters	<ul> <li>Describe the school's staffing model and how it is meets student needs.</li> <li>What resources has the school used to ensure that SWD and EL students have the supports they need?</li> </ul>	Rating: ☐ Fully Meets the Indicator ✓ Partially Meets the Indicator ☐ Does Not Meet the Indicator ☐ Indicator Not Applicable Rationale and Provided Evidence: Intervention schedules, staffing documents- The school is providing appropriate staffing and resources are available for SWD and EL students. However, students are not always accessing the staff and materials due to not logging on. This is an area to strengthen.	

## Appendix A: Glossary of Terms and Acronyms for Virtual School Monitoring

The acronyms and nomenclature below are used throughout the framework.

Terms	Acronym/Short Term	Meaning
Academic Achievement		The percentage of students performing on grade level or above on state assessments as well as the improvement in this percentage from one year to the next.
Advanced Placement	AP	Early post-secondary courses offered that allow students to engage with highly rigorous course work.
Annual Measurable Objective	AMO	Yearly targets for improving performance based on prior year results.
Assurances		Statements aligned to Tennessee statutes, rules, and/or guidance that virtual schools and LEAs operating virtual schools must comply with.
Asynchronous Virtual Instruction		An instructional model that provides students access to on-demand instruction that is fully virtual/online. This model allows students to access instructional materials and progress at their own pace and does not require students to attend regularly scheduled (daily/every other day) virtual classes with a teacher.
Bisynchronous Virtual Instruction		An instructional model that utilizes both asynchronous and synchronous virtual instruction.
Career & Technical Education	CTE	Career & Technical Education consists of nationally recognized career clusters with the goal of preparing students for success at the postsecondary level and in their chosen careers.
Chronically Absent		Tennessee public school students are considered chronically absent if they are absent for 10 percent or more instructional days for any reason, including excused absences and out- of-school suspensions.
College and Career Readiness		See Ready Graduate
CTE Concentrator		A student who concentrates in CTE by at least 2 sequenced courses in a single career and technical education program or program of study.

Terms	Acronym/Short Term	Meaning
Dual Credit	DC	Statewide (SWDC) and Local Dual credit (LDC) courses are high school course aligned to a postsecondary institution's course and exam. Students who pass the exam earn credits that are accepted and/or recognized by the postsecondary institution.
Dual Enrollment	DE	Postsecondary course taught either at the postsecondary institution or at the high school, by postsecondary faculty or credentialed adjunct faculty.
Early Post-Secondary Opportunities	EPSO	A course and/or exam that give students a chance to obtain postsecondary credit while still in high school.
Economically Disadvantaged	ED	Students identified as participants in federal/state income/nutrition programs (e.g., TANF, SNAP), or students that meet categorical eligibility through their status as foster care, homeless, migrant, and/or runaway students.
English Learner	EL	Student identified by the LEA that have a native language other than English. EL student needs and placement can range across a spectrum of ESL/ELL services.
Graduation Rate		Measures the percentage of students that are graduating in four years and whether this percentage is increasing from one year to the next.
Hybrid Virtual Instruction		An instructional model that provides students access to virtual instruction and requires students to periodically attend class in-person within a brick-and-mortar location.
Individual Learning Plans	ILP	A document that describes an EL student's academic and language needs and goals.
Individualized Education Plan	IEP	A document that identifies a student's disability, outlines clear goals and objectives, and explains how the student will be supported.
Individuals with Disabilities Education Act	IDEA	A federal law that ensures students with a disability are provided with Free Appropriate Public Education (FAPE) that is tailored to their individual needs.
In-district Enrollment		Enrollment option for students who reside within the zone of residency of the LEA establishing the virtual school.
Inform TN		A data and planning system that districts use to review accountability data and enter school/district plans.
Local Education Agency	LEA	The school district that oversees the virtual school.

Terms	Acronym/Short Term	Meaning
Monitoring Domain	Domain	High-level topics that LEAs operating a virtual school are statutorily obligated to monitor on an annual basis. The domains are divided into monitoring strands.
Monitoring Framework		A series of documents that define and outline standardized monitoring practices for virtual schools and LEAs operating virtual schools.
Monitoring Indicators	Indicator	Items aligned with state statute, regulation, and/or TILS that LEAs will use to determine if the school is meeting the LEA's operational expectation.
Monitoring Strand	Strand	Topics that LEAs should focus on when monitoring their virtual schools. Strands are high- level topics that are divided into monitoring indicators.
Out-of-district Enrollment		Enrollment option for students who reside within a contiguous county, municipality, or city outside the zone of residency of the LEA establishing the virtual school.
Ready Graduate		Measures whether students are ready for college and careers after high school and whether the percentage of students who are ready is improving from one year to the next.
State-wide Enrollment		Enrollment option for students who reside outside the zone of residency of the LEA establishing the virtual school and do not reside in a contiguous county, municipality, or city.
Students With Disabilities	SWD	A student who has been identified to have a disability that affects their academic progress.
Success Rate		The one-year success rate represents the percentage of students that scored on track or mastered on annual state tests.
Synchronous Virtual Instruction		An instructional model that provides scheduled, teacher supervised instruction that is fully virtual/online. This model of instruction does require students to attend regularly scheduled (daily/every other day) virtual classes with a teacher.
Tennessee Comprehensive Assessment Program	ТСАР	Tennessee Comprehensive Assessment Program includes TNReady assessments in math, English language arts, social studies, and science, as well as alternative assessments, like MSAA and TCAP-Alt, for students with special needs.
Tennessee Instructional Leadership Standards	TILS	Core performance indicators of ethical and effective instructional leaders.
Tennessee Value-Added Assessment System	TVAAS	Tennessee accountability component that measures student growth year over year.

Terms	Acronym/Short Term	Meaning
Virtual Instruction		Instruction that is asynchronous, synchronous, or bisynchronous.