



State Charter School Board Comprehensive Review FAQ:

What is a Comprehensive Review?

A Comprehensive Review is a review occurring once in a five-year period, where, SCSB staff will assess school specific goals in the Charter Agreement, fidelity to the school's Charter Agreement, long-term enrollment and financial trends, and governing board performance (focusing on the certifications in the annual review). Data for this review is taken from existing sources to reduce the amount of work of school personnel. SCSB staff may conduct an onsite school visit or request data on school goals not otherwise available through existing reports. In addition, SCSB staff will attend regularly scheduled governing board meetings and review meeting agendas and materials made available to the public according to statute. Thus, the burden to schools is minimal.

Why is the State Charter School Board conducting a Comprehensive Board Review?

The State Charter School Board is obligated under administrative rule [R277-553-2\(4\)](#) to conduct "a comprehensive review of governing board performance at least once every five year." To comply with this rule, the SCSB has developed the Comprehensive Board Review.

What can a charter school governing board expect from a Comprehensive Review?

A charter school governing board can expect SCSB staff to attend two to three board meetings to evaluate charter school board performance. The data from board meeting observations are documented in a report. Additionally, the SCSB staff will conduct a site visit to review key elements and confirm annual certifications. The report will then be presented to governing boards in a subsequent board meeting.

What can a charter school administration expect from a Comprehensive Review?

Most of the work for the Comprehensive Review is completed behind the scenes by SCSB staff collecting data from sources already submitted by the school or LEA. In addition to this work,

SCSB staff will conduct a site visit where they will be looking for key elements listed in the charter agreement or Exhibit A.

Is a Comprehensive Review similar to an Accreditation visit?

No, an accreditation visit is more of an evaluation of a school's academic program by a outside party. A Comprehensive Review is a review of governing board performance conducted by the school's authorizer to ensure charter fidelity and general compliance.

When will my school's Comprehensive Review take place?

Each charter school authorized by the SCSB is placed into a cohort based on the first school year in operation. From that school year, governing board reviews will occur at year three, year five, and every five years thereafter. A calendar of these cohorts is posted here as well as on the utahscsb.org website. Schools beyond three years in operation will not have a year three comprehensive board review but will be placed in their cohort for the next year five comprehensive board review.

Who will be contacting me?

The SCSB Oversight and Compliance Coordinator or designee, will contact the charter school governing board chair and charter school director during the charter school's review year to schedule a date for a site visit. At this site visit SCSB staff will verify implementation of the charter school's key elements. Once the comprehensive board review is complete, the SCSB Oversight and Compliance Coordinator or designee will also schedule a time to present to the charter school governing board the results of the Comprehensive Board Review.

What will the results of the review include?

The results will be presented in a final report that will indicate areas of strength, weakness and action items for the charter school governing board. Strengths are areas in which the charter school governing board is meeting expectations. Weaknesses are areas in which the charter school governing board can focus on or improve. Action items are items that must be resolved by the charter school governing board by a specific date determined by the SCSB Oversight and Compliance Coordinator or designee.

How will I receive the report?

The results of the Governing Board Review will be presented to the charter school governing board in governing board meeting. This presentation will focus on strengths, weaknesses and action items for the governing board to use to improve their performance. The school director and governing board chair will be notified prior to the governing board meeting.

What happens if the review goes "bad"?

A Governing Board Review does not necessarily "go bad". The report will identify weaknesses or action items for the governing board to correct. SCSB staff will work closely with the charter school governing board chair and director to establish a timeline and expectations for these action items.

Will the Comprehensive Review lead to formal action taken by the State Charter School Board?

No, not necessarily. The results of the Comprehensive Review are presented in a report detailing strengths, weaknesses and action items. If weaknesses and actions items are detailed in the report, SCSB staff will work closely with the charter school governing board chair and director to establish a timeline and expectations for these action items. If the charter school governing board chair or school director takes no action to remedy the weaknesses or actions items discussed, or if SCSB staff requests for corrective action are ignored, SCSB staff may recommend that the charter school governing board to be brought before the SCSB for consideration of further corrective action.

If I have further questions who can I contact?

If you have further questions regarding the Governing Board Review you may contact the SCSB Oversight and Compliance Coordinator or designee who will promptly answer your questions.

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