



Office of Innovation and School Reform
89 Washington Avenue
Albany, NY 12234
EB Annex – Room 368
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Date: September 21, 2020

To: Superintendent Receivers responsible for Persistently Struggling and Struggling Schools and Non-Receivership Schools Implementing a 1003(g) School Improvement Grant (SIG)

From: Jason Harmon, Assistant Commissioner

Re: **2020-2021 Progress Reporting and Performance Management for Receivership Schools and Non-Receivership Schools Receiving Persistently Struggling Schools Grants (PSSG), Community Schools Grant: Aid to Localities (CSG), or SIG 1003(g) Funding**

As part of the New York State Education Department's (NYSED or "the Department") ongoing efforts to ensure equity and access to high quality educational programs for all students, the Office of Innovation and School Reform (OISR) is continuing a progress reporting and performance management process for Persistently Struggling and Struggling Schools, as well as for schools implementing grants managed by OISR, for the 2020-2021 school year. This process will continue to consist of reports, performance review conference calls, and site visit monitoring (with virtual visits to take place until in-person site visits are once again possible).

Performance Management and Reporting for Receivership Schools

For schools in **Receivership**, the submission of quarterly reports by a superintendent receiver has been required in accordance with Commissioner's Regulations §100.19, in prior years. To best support schools and districts during these turbulent times as a result of COVID-19, consistent with the emergency amendments made to §100.19 of the Commissioner's Regulations in April 2020, OISR has modified reporting submissions for 2020-21 to include two reports: a mid-year report and a final report/continuation plan. The primary purpose of these reports is to assist the school community, Commissioner, and Board of Regents in determining the extent to which schools under Receivership are on track to achieve their Demonstrable Improvement Indicators (DIIs) and how well districts and/or educational partnership organizations (EPOs) are utilizing school-level data to monitor and adjust plan implementation.

The District and/or EPO staff are required to submit reports on the following dates.

Mid-Year Report:	January 31, 2021
Final Report and Continuation Plan:	July 31, 2021

Performance Management and Reporting for Non-Receivership Schools

Non-Receivership schools that are implementing the Persistently Struggling Schools Grants (PSSG), Community Schools Grant: Aid to Localities (CSG), or a School Improvement Grant (SIG 6 or SIG 7) will be required to complete two reports to ensure continued school improvement efforts are underway. The first, a mid-year report, will be due January 31, 2021. A second required report will be due July 31, 2021.

The reporting tools will be sent to you under separate cover in the mid-year and spring of the 2020-2021 school year.

Performance Review Calls and Site Visit Monitoring for Receivership Schools

NYSED's Office of Innovation and School Reform plans to conduct performance review conference calls and conduct site visits with all Receivership schools. **Each Receivership school should expect to receive, at minimum, four "contacts" through a combination of calls and site visits.**

The performance review conference calls will be held with Superintendent Receivers, EPOs, and district-level and building-level staff directly involved in the oversight of Receivership school. Receivership school leadership teams may be asked to join these calls. All participants are expected to have substantive knowledge of the school-level projects from an oversight and support perspective.

During the calls, the Superintendent Receiver, District and/or EPO staff, and other involved staff members will be asked to discuss the performance and progress of each school, highlighting areas of strength as well as challenges encountered. NYSED staff will ask follow-up questions centered on understanding the work that districts and schools are doing as they relate to intended results.

In addition, OISR staff will conduct virtual site visits to all schools in Receivership. Monitoring visits will be designed and scheduled in cooperation with district and building leaders and staff. The following guiding questions are used to frame the monitoring visits:

1. Does the school climate appear to be safe and conducive to learning?
2. How well does school leadership articulate key strategies for turning around the school?
3. What are the on-going results observed by district/EPO and school leadership staff members, and how well do the results predict the likelihood of meeting the demonstrable improvement progress targets for the 2020-21 school year?

Public Hearing Requirements for Receivership Schools

In accordance with Commissioner's Regulations §100.19, a Receivership school is required to hold a public meeting or hearing within 30 calendar days of the first day of student attendance each school year to discuss the school's performance. However, due to the

COVID-19 pandemic, the regulations were modified to waive the 30-day timeline requirement for holding the meeting or hearings for schools that are in Receivership for the 2020-21 school year. The meeting or public hearing for schools that are in Receivership should be held no later than Tuesday, December 1, 2020. See [the memo sent by Assistant Commissioner, Jason Harmon on August 13, 2020](#).

It is expected that each school keep evidence of these activities onsite and available for review during site visits. Districts should let their OISR liaisons know when public hearings were held or will be held for the 2020-2021 school year.

Performance Review Calls and Site Visit Monitoring for Non-Receiverhip Schools

At this time, performance review calls and site visits will be held with Non-Receiverhip schools on a risk analysis basis. If a performance review call is requested, the OISR performance management liaison will contact the district to discuss the reasons and schedule the call and site visit.

Non-Receiverhip schools receiving SIG 1003 (g), funding will be subject to a fiscal monitoring site visit. This memo will come under separate cover.

Additional Information

If you have any additional questions, please feel free to contact your district's performance management liaison or send an email to OISR@nysed.gov.

Thank you in advance for your cooperation and support and for your continued work to improve the educational outcomes of the students in New York State.

c: Kimberly Wilkins
Tracey Johnson
Amanda Lester
Antonio Parente