

# DeSoto ISD Administration CAP - October 2023

## Report: August, 2023

	Yesterday (Oct 2020)		Today (Jan 2022)		Tomorrow (Oct 2022)	
Academics	<b>F</b>	Lowest performing A-F rated campus (57/100)	<b>D</b>	Lowest performing A-F rated campus (61*/100)	<b>C</b>	Lowest performing A-F rated campus (70/100)
Governance	<b>F</b>	LSG rating (12/100)	<b>D</b>	LSG rating (69/100)	<b>B</b>	LSG rating (80/100)
Finance	<b>F</b>	FIRST rating (52/100)	<b>B</b>	FIRST rating (80*/100)	<b>B</b>	FIRST rating (80/100)
Talent	<b>F</b>	Percent of educators regularly receiving highly effective coaching (unknown/100)	<b>F</b>	Percent of educators regularly receiving highly effective coaching (22*/100)	<b>C</b>	Percent of educators regularly receiving highly effective coaching (70/100)

\* estimate from administration

<b>Status Indicators</b> (far right columns)				
<b>Not Started</b>	<b>Off Track</b>	<b>Slightly Off Track</b>	<b>On Track</b>	<b>Completed</b>

<b>Academics- Click Link to view additional <a href="#">UPDATES</a></b>		<b>Last Month</b> (June)	<b>Current Month</b> (July)
<b>Objective</b>	Establish and implement an effective curriculum management system and an instructional framework to monitor the delivery and implementation of high-quality instruction that improves student learning and increases student achievement. DeSoto ISD will implement research-based, high leverage strategies and systems that will create a positive campus climate and culture at each campus focused on improving student outcomes as evidenced by data collected through district learning walks and classroom observations: 70% of the teachers observed will score proficient in the Learning Objective, Demonstrations of Learning and Instructional delivery categories on the DeSoto ISD observation rubric by October 1, 2023.		
<b>Progress Measures</b>	1. Campus administrators' schedules will prioritize observation and feedback which will be reflected on the campus observation tracker and planning document. Campus leaders will complete an average of 4 classroom observations and 2 feedback conferences per week.		

	<p>2. Campus administrators will conduct weekly classroom observations and feedback sessions utilizing district observation and feedback protocols: 90% of campuses will meet the requirement of a minimum of 3 observations and feedback</p>		
	<p>sessions per core content teacher and 2 observation and feedback conferences per non-core content teacher each grading period April 1, 2023 through October 1, 2023 documented in Eduphoria.</p>		
	<p>3. Campus administrators will participate in district observation and feedback exercises monthly facilitated by the superintendent and/or the director of school improvement to calibrate scoring and levers for improvement utilizing district observation and feedback resources.</p>		
	<p>4. The district will conduct monthly learning walks facilitated by teams consisting of campus administrators, content area facilitators and Senior Staff members to provide targeted feedback and support to campuses based upon their identified problem of practice utilizing the district instructional framework and observation rubric April 1, 2023 through October 1, 2023.</p>		
	<p>DeSoto ISD will implement Professional Learning Communities (PLCs) at each campus which are designed to improve student outcomes as evidenced by data collected through district PLC rubrics, team observations and student achievement on local, state and national assessments: 90% of the campuses will score proficient based upon the DeSoto ISD PLC rubric by October 1, 2023.</p>		
	<p>1. Establish weekly PLC observation schedule for the Director of School Improvement and Teaching and Learning team members to support campus administrators with effective implementation of PLCs. The Director of School Improvement and Teaching and Learning team members will observe a minimum of 2 PLC meetings per grade level and/or core content area per grading period to assist campus administrators with calibrating ratings utilizing the district PLC rubric and provide targeted feedback.</p>		
	<p>2. Campus administrators will utilize the district rubric to rate a minimum of 3 campus PLCs per grading period. Based upon the rating, campus administrators will identify a problem of practice and receive targeted coaching and feedback from the superintendent and/or the director of school improvement.</p>		
	<p>Teaching and Learning team members will facilitate the District Summer Learning Institute and Job-Alike training sessions in June, July and August during district professional development days to review the instructional framework, curriculum planning guides, instructional delivery, curriculum resources, and best practice to ensure alignment between the written, taught and tested curriculum April 1, 2023 through October 1, 2023.</p>	100%	100%

	Campus administrators will meet with the director of school improvement and T&L team members to review assessment data and develop action plans that focus on spiraling instructional standards, adjusting instructional strategies, and planning acceleration and intervention based on data. The number of students meeting BOY, MOY and EOY growth targets on NWEA Map reading and math assessments will align with board goals and progress measures April 1, 2023 and October 1, 2023.		
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	1. Utilize district data analysis protocols to monitor student mastery of the TEKS. All campuses will develop data logs and walls to track student progress following BOY, MOY and District Interim Assessments April 1, 2023 through October 1, 2023.		
	2. District principals will participate in Data Digs facilitated by the superintendent and/or the director of school improvement following district assessments to identify root causes, share best practices and formulate campus action plans to increase student achievement April 1, 2023 through October 1, 2023.		
	Campus based interventionists will spend 50% of the school day providing direct instruction to accelerate the achievement of assigned students based upon district assessment results. Student progress will be tracked and monitored; 80% of the students assigned to receive targeted support from campus interventionists will demonstrate growth on district snapshot and interim assessments April 1, 2023 to October 1, 2023.		
	Design and implement student specific intervention and tutorial programs that focus on ensuring personalized learning plans to move student levels from not meeting standard to approaches; approaches to meets; meets to masters based upon NWEA MAP, STAAR, and district interim assessments April 1, 2023 to October 1, 2023.		

<b>Finance</b>		<b>Last Month (June)</b>	<b>Current Month (July)</b>
<b>Objective</b>	<b>Achieve an unmodified opinion on annual financial report</b>		
<b>Progress Measures</b>	1. Close General Ledger by the 15 <sup>th</sup> business day of every month to prepare monthly financial statements (financial status of the district) each month April 1, 2023- October 1, 2023	90%	90%
	2. Analysis of Federal Grant Expenditures Monthly (analyze monthly expenditures and drawdown monthly expenditures April 1, 2023 - October 1, 2023	85%	85%
	3. Follow Internal Controls (Checklist of Month-End Activities); manage and lead internal efforts to ensure General Ledger meets audit requirements to eliminate non-compliance. (July - April = 10 months at 100%)	85%	85%

	4. Did the school district post the previous month's check register on the district's financial website by the 6 <sup>th</sup> business day of the following month (Y/N)?		
		<b>Last Month</b> (June)	<b>Current Month</b> (July)
<b>Objective</b>	<b>Achieve "A" FIRST rating</b>		
<b>Progress Measures</b>	1. Was the district's actual cash position at the end of the preceding month within an acceptable percentage difference from previously forecasted cash position for that accounting period? See table below for scorecard points:		
	<b>Percentage Variance</b>	<b>Scorecard Points</b>	
	Less than 3% variance		
	Between 3% and 5% variance		
	Greater than 5% variance		
	2. Utilize month end Expenditure Functional data from the most recent audited General Ledger to establish monthly predictions of expenditures. Reporting will take place after month end, comparing predicted year-to-date expenditures to actual year-to-date expenditures. Monthly review of variances will provide a basis for possible budget amendments on a quarterly basis beginning in the 2023-2024 fiscal year.		
	3. Utilize month end Revenue vs. Expenditure reporting from the most recent audited General Ledger to establish monthly predictions of the <b>Excess of Revenue over Expenditures</b> . Reporting will take place after month end, comparing predicted year-to-date Excess of Revenue over Expenditures to actual year-to-date Excess of Revenue over Expenditures.		
	4. Did the district update year-end forecasts for final average daily attendance *ADA) based on current =daily enrollment and attendance data (Y/N)?		

	5. Were the district's updated year-end forecasts for final ADA (calculated in #4 above) within an acceptable percentage difference? See table below for scorecard points:										
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	6. Did the school district make timely payments to the Teacher Retirement System (TRS), Texas Workforce Commission (TWC), Internal Revenue Service (IRS), and other government agencies (Y/N)? Percent of required payment submitted										
	7. Was the school district in compliance with the payment terms of all debt agreements at the end of the prior month (Y/N)? Percent of required payment submitted										

		Last Month (June)	Last Month (July)								
<b>Objective</b>	<b>Adopt Annual Balanced Budgets</b>										
<b>Progress Measures</b>	1. Create a system to ensure monthly drawdowns from grant direct and indirect cost April 1, 2023- October 1, 2023	100%	100%								
	2. Create a tracking system to review the Summary of Finance (SOF) to ensure accuracy of anticipated state revenue April 1, 2023- October 1, 2023.										
	3. Based on the tracking system created in #2 above, was the SOF revenue estimate within an acceptable percentage difference from the initial state aid estimates established during the budget adoption process?? See table below for scorecard points:										
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4. Work collaboratively with Human Capital Management to ensure positions are allocated in accordance with district staffing formulas April 1, 2023 - October 1, 2023	100%	100%									

Talent Management		Last Month (June)	Current Month (July)
<b>Objective</b>	Recruit highly qualified personnel for all instructional/district positions.		
<b>Progress Measures</b>	1. 100% of principals trained on utilizing Dallas County's Portrait of a Teacher developed by Best in Class Consortium and the Principal Impact Collaborative at UNT Dallas. The training sessions will cover 5 components: Innovation, Growth mindset, Equity Focused, Empowering, and Empathy.  Training sessions will better equip campus leaders with the tools needed to identify these qualities in teacher candidates when recruiting. April 1, 2023 - October 1, 2023		
	2. Create 2 virtual learning opportunities for respective teacher candidates that will serve as informational opportunities to learn about employment and incentives in DeSoto ISD.		
	3. Utilize the Recruiting and Hiring Frontline Application to make updates to the current DeSoto ISD job application and job board website a. Survey new hires in DeSoto ISD to gauge the simplicity and efficiency of the new application April 1, 2023 - October 1, 2023	60%	60%
<b>Objective:</b>	Retain highly qualified personnel for all instructional / district positions in DeSoto ISD.		
<b>Progress Measures</b>	1. Conduct Exit Interviews with resigning staff members. The interviews will provide quantitative and qualitative data regarding the reasons employees choose to exit our system. Data will inform the district of practices and functions that need refining and improving. April 1, 2023 - October 1, 2023	80%	80%

	2. Create continuing education opportunities for employees within DeSoto ISD. Utilizing the tuition benefit for up to 10 DeSoto ISD employees outlined in the MOU with National University, creating access and promoting pathways to the classroom. April 1, 2023 - October 1, 2023		
	3. Host Professional Learning Opportunities Summer 2023 (June - July) for current Teacher in Residence (TIR) candidates, utilizing The Learning Liaisons, a video based platform to support each TIR needing certification attainment.	100%	100%

	4. Establish partnerships with alternative certification programs, Communities of Practice partners, and local colleges and universities to establish a pipeline for future educators - increase partnerships with alternative certification programs from 1 to 3; and colleges/universities from 2 to 5. April 1, 2023 - October 1, 2023		
<b>Objective:</b>	Identify highly qualified candidates using a viable screening tool.		
<b>Progress Measures</b>	1. Train 100% of campus administrators on the Haberman Pre-Screening Tool, helping leaders better understand the candidate scoring metrics April 1, 2023 - October 1, 2023	100%	100%
	2. Implementation of Haberman STAR Prescreening Tool for 100% of instructional facing applicants to identify most qualified candidates April 1, 2023 - October 1, 2023	100%	100%