

## Internal Monitoring Report

June 20, 2012

Policy: **2.1 Treatment of Students, Their Families, and Community Members**

Policy Category: **Operating Limitations**

Period Monitored: **June 15, 2011-June 15, 2012**

This report is being submitted for the period of August 2011 through June 2012. It is recommended that monitoring of Policy 2.1 be conducted through a single annual report each June, given in future years the availability of data needed from parents and students.

As explained in more detail later in this report, compliance with this policy is monitored through a combination of direct inspection, parent surveys, and student surveys. The parent survey data is referenced throughout the report; therefore, some background information about it is presented here to demonstrate that the survey data is valid and reliable and to assist in data evaluation later in the report.

The National Center for School Leadership launched a “**Parent Engagement and Satisfaction Survey**” for participating school districts throughout the country. Adams 12 families were provided the opportunity to complete the survey from January 30 through February 17, 2012. The 2012 family survey was the National Center for School Leadership’s second administration of this particular survey in Adams 12. A total of 2,198 families throughout the District responded to the survey. 592 respondents were needed in order to be statistically significant with a 95% reliability level and a 4% confidence interval (margin of error). The 2,198 respondents indicate that the results of this survey have strong reliability and validity. The national participating sample for the survey and survey period establishes benchmarking data based on 61,964 responses.

Parents answered survey questions based on a Likert Scale of 1-5

“1” represents *Strongly Disagree*

“2” represents *Disagree*

“3” represents *No Response*

“4” represents *Agree*

“5” represents *Strongly Agree*

- Given the number of responses, the data can be considered statistically significant with a 95% reliability interval (margin of error).
  - According to the National Center for School Leadership, scores of 67% favorable are considered strengths. Scores of 75% or higher are considered significant strengths.
  - Scores 5% to 10% below the national average should be considered an opportunity for improvement.
  - Scores of 20% to 30% unfavorable should also be considered as priority improvement items.

7875 District 12 students responded to the Adams County Student Survey. 592 respondents were needed in order to be statistically significant with a 95% reliability level. The 7875 respondents indicate that the results of this survey have strong reliability and validity. The standard questions based on the Adams County Student Survey are presented in a variety of formats including a Likert scale. The custom questions used as part of this Monitoring Report involved only a yes/no response format.

In May 2011, the Board of Education approved a request to alter the monitoring report schedule to only involve submission once during the 2011-2012 school year. This report meets that requirement. Subsequently, it would be my recommendation that we make a permanent modification to the schedule by requiring only one annual submission of the 2.1 Monitoring Report from this point forward.



June 14, 2012

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Chris. Gdowski, Superintendent

**2.1.1 Policy Wording:** *The Superintendent shall not fail to provide reasonable, timely responses to inquiries and information to students and their families of what may be expected and what may not be expected from all services offered by the District, including academic courses and programs (especially specific course syllabi), sports and extracurricular programs, transportation and parking services, health and nutritional products and services, and special programs.*

**Interpretation:** I interpret this to mean:

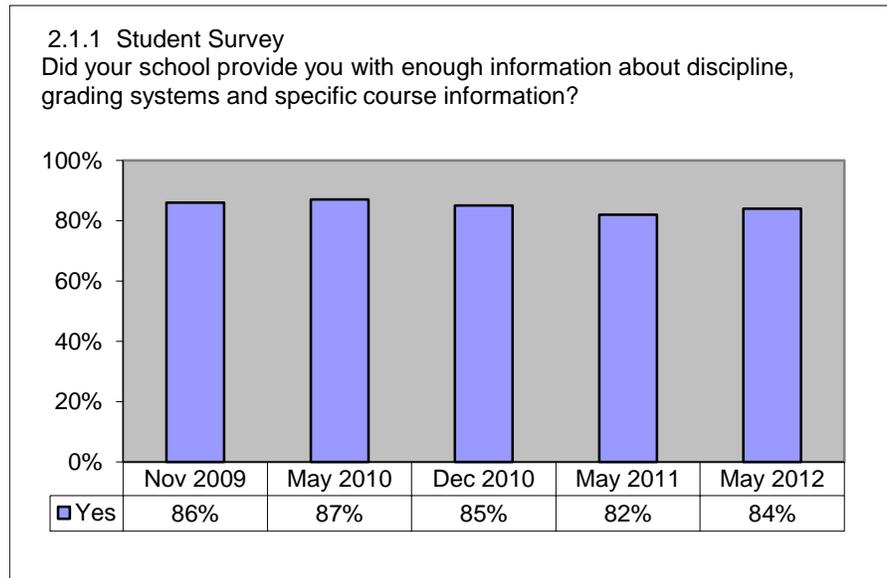
1.
  - a) 100% of schools distribute registration materials in August which include the Parent Handbook that defines expectations for students and parents, the consequences for inappropriate behavior, and the appeal process for disciplinary measures. All students and their families who arrive after the first four weeks of school are provided information on the methods of discipline. This is done individually or in small groups. Compliance is monitored by direct inspection of school registration materials by Executive Directors
  - b) 100% of teachers at the high school level distribute course expectations and requirements no later than the first full week of the start of the course. All students and their families who arrive after the first four weeks of school are provided information on the course requirements. This is done individually or in small groups. Principals conduct direct inspection of the course expectations, and forward them to the respective Executive Directors for compliance monitoring.
  - c) 100% of schools send home quarterly, monthly, or weekly communication that provide information to students and their families about current school events, programs, extra-curricular, academic and social activities, and expectations. Compliance is monitored by Executive Directors through direct inspection of school websites, newsletters, and email communications.
2. The percent of students responding to the Adams County Student Survey who believe that they are provided access to information about discipline, grading systems, and course specific information meets or exceeds the 75% favorable threshold and/or is within 5% of parents throughout the nation in the Parental Engagement and Satisfaction Survey who report that overall, school information is communicated effectively. This is a reasonable and aggressive interpretation given that children still engaged in emotional development are more likely than their parents to perceive a lack of access to information and/or to defend their failure to meet expectations by claiming that notice was not provided.
3. Parental Engagement and Satisfaction Survey responses for the following questions meet or exceed the 75% favorable threshold and/or are within 5% of the national average:
  - a) I am kept up to date on school activities.
  - b) I feel well informed about my child's school life.
  - c) I know how to get school information when I need it.
  - d) Overall, school information is communicated effectively.
  - e) It is very clear to me what the teachers expect of my child in terms of school work.
  - f) I am satisfied with the services provided by my child's guidance counselor.
  - g) My child's school offers him/her opportunities to explore areas of interest outside the core content areas.
  - h) School staff is accessible.
  - i) The school district offers workshops for families about school and district programs, policies, and resources and the skills to access those resources.
  - j) When my child has a problem at school, he/she knows who to talk with there.

4. School related questions not resolved at the school level and referred to the Executive Directors of Schools, Office of the Superintendent, or the Board of Education are addressed within one week. Compliance with this standard is monitored through inquiries/information gathered by administrative assistants to the Board of Education, Superintendent, Chief Academic Officer, and Executive Directors.

**Data Reported:**

1.
  - a) 100% of the schools distributed the above mentioned information by the end of the first week of school by means of the registration process, August newsletters, Parent Handbooks, monthly newsletters, school or District websites, and weekly folders.
  - b) 100% of high school teachers distributed course expectations the first full week of the course.
  - c) 100% of the schools distributed quarterly, monthly, or weekly newsletters to update parents on school activities and services.

2. 84% of students agree they received the information.



As noted below in item 3(d), the 84% of positive response by students exceeds the 75% favorable threshold and the 81% positive response by parents in the national survey cohort. Note: Historical data is included as incidental information.

3. Parental Engagement and Satisfaction Survey responses:

- a) 84% of national responses and 81% of Adams 12 responses indicated they are kept up to date on school activities.



b) 75% of national responses and 72% of Adams 12 responses indicated they feel well informed about their child's school life.



c) 87% of national responses and 85% of Adams 12 responses indicated they know how to get school information when they need it.



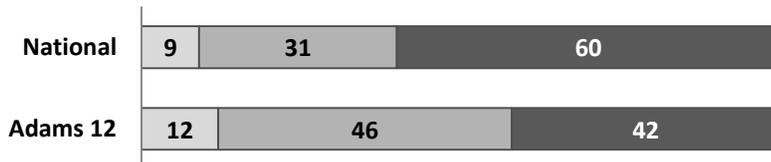
d) 81% of national responses and 76% of Adams 12 responses indicated that overall, school information is communicated effectively.



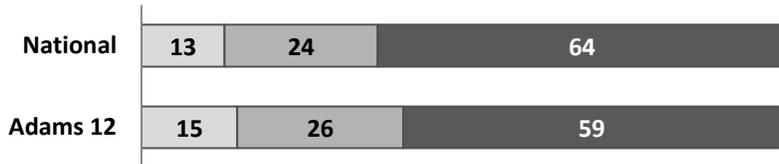
e) 77% of national responses and 74% of Adams 12 responses indicated it is very clear to them what the teachers expect of their child in terms of school work.



f) 60% of national responses and 42% of Adams 12 responses indicated they are satisfied with the services provided by my child's guidance counselor.



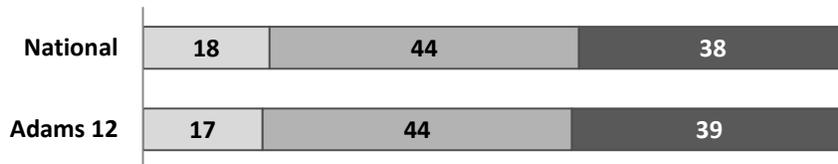
g) 64% of national responses and 59% of Adams 12 responses indicated my child’s school offers him/her opportunities to explore areas of interest outside the core content areas.



h) 82% of national responses and 81% of Adams 12 responses indicated school staff is accessible.



i) 38% of national responses and 39% of Adams 12 responses indicated the school district offers workshops for families about school and district programs, policies, and resources and the skills to access those resources.



j) 72% of national responses and 71% of Adams 12 responses indicated when their child has a problem at school, he/she knows who to talk with there.



4. 100% of school-related issues not resolved at the school level and referred to Board of Education, Superintendent, Chief Academic Officer, and Executive Directors were addressed within one week as confirmed by data maintained by the designated administrative assistants.

**Compliance Statement:**

The District’s performance complied with the standard established in interpretations 1, 2 and 4. In interpretation 3, nine out of ten questions met the 75% favorable threshold and/or are within 5% of the national average. The District’s performance regarding guidance counseling services did not comply with the standard. The respective Executive Director of Schools will work with secondary counselors in fall 2012 to review the data and develop a plan to remedy compliance by June 2014.

**2.1.2 Policy Wording:** *The Superintendent shall not fail to promptly inform students and their families of unsatisfactory work and/or performance in a timeframe that allows for corrective action. Unsatisfactory work or performance includes but is not limited to (a) students not meeting class/course objectives and expectations; (b) students not meeting their highest potential; and (c) students not meeting Ends requirements.*

**Interpretation:**

1. 100% of the schools implemented Policy 6310, Reporting Student Progress. Superintendent Policy 6310 requires that when a student’s grades have declined from a “C” to a “D” or from a “D” to an “F,” *parents of the student shall be informed by means of personal conference, telephone conversation, automated telephone message, a weekly email update concerning the student’s grade(s), and/or by means of a written report sent home to the parent/guardian with the child regarding the decline in performance. When a student’s decline is from a “D” to an “F” the notice shall be sent within five school days.*

Students not exhibiting behaviors required by Ends Policy are notified through our disciplinary process defined in the Student/Parent Handbook. Parents of students who repeatedly have unacceptable behaviors are called for face to face meetings to assist in correcting the inappropriate behaviors. The disciplinary process at its most extreme involves the legal system to correct unacceptable trait behaviors.

Compliance with implementation of Policy 6310 is monitored by direct inspection by Executive Directors.

2. Parental Engagement and Satisfaction Survey responses for the following questions meet or exceed the 75% favorable threshold and/or are within 5% of the national average:
  - a) I am informed of my child’s academic progress on a regular basis.
  - b) I regularly check my child’s information (such as grades or attendance) using an online resource.
  - c) It is very clear to me what teachers expect of my child in terms of school work.
  - d) The school encourages students to be responsible.
  - e) My child’s school prepares him/her to be a good citizen.
  - f) School staff is responsive to parental/guardian concern.

**Data Reported:**

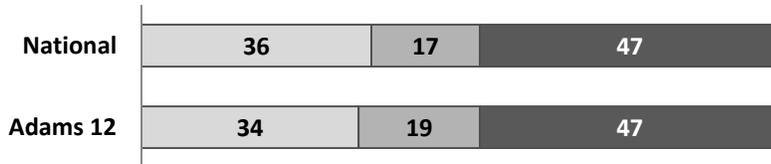
1. 100% of the schools implemented Superintendent Policy 6310, Reporting Student Progress.
2. Parental Engagement and Satisfaction Survey responses:
  - a) 79% of national responses and 76% of Adams 12 responses indicated they are informed of their child’s academic progress on a regular basis.



b) 77% of national responses and 74% of Adams 12 responses indicated that it is very clear to them what teachers expect of their child in terms of school work.



c) 47% of national responses and 47% of Adams 12 responses that they regularly check their child's information (such as grades or attendance) using an online resource.



d) 90% of national responses and 91% of Adams 12 responses indicate that the school encourages students to be responsible.



e) 82% of national responses and 81% of Adams 12 responses indicate that their child's school prepares him/her to be a good citizen.



f) 78% of national responses and 76% of Adams 12 responses indicate that school staff is responsive to parental/guardian concerns.



**Compliance Statement:**

The District's performance complied with the standard in interpretations 1 and 2.

**2.1.3 Policy Wording:** *The Superintendent shall not use any method of discipline for student behavior or dress that is unclear, untimely, or inconsistently applied.*

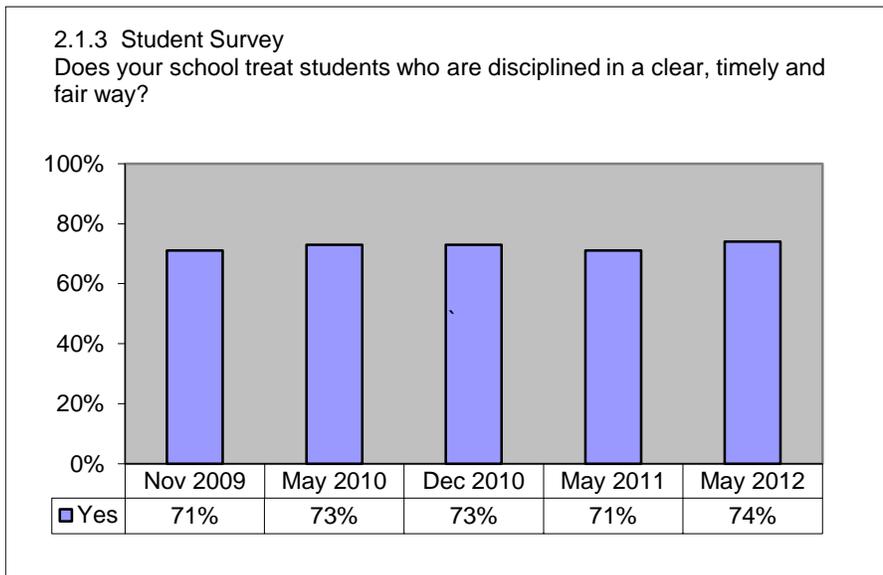
**Interpretation:** I interpret this to mean.

1. 100% of schools discuss with students the methods of discipline for student behavior within the first 4 weeks of school. All students and families who arrive after the first four weeks of school are provided information about the methods of discipline. This is done individually or in small groups. This is monitored by direct inspection of the school principal or designee and the schedule of the discussion times are forwarded to the respective Executive Director of Schools for direct inspection.
2. 95% of school based disciplinary actions are processed within the time line as defined in Superintendent Policy 5000, Code of Conduct. This measure is monitored by direct inspection of the school principal or designee.
3. 95% of the disciplinary actions referred to the District level are processed within the time line as defined in Superintendent Policy 5000, Code of Conduct. This is monitored through direct inspection by the Director of Intervention Services
4. The percent of students responding to the Adams County Student Survey who believe students in their school are disciplined in a clear, timely, and fair way meets or exceeds the 75% favorable threshold and/or is within 5% of parents throughout the nation in the Parental Engagement and Satisfaction Survey who report that discipline of their child is fair and effective. This is a reasonable and aggressive interpretation given that children still engaged in emotional development and subject to discipline are more likely than their parents to perceive unfairness in discipline.
5. Parental Engagement and Satisfaction Survey responses for the following questions meet or exceed the 75% favorable threshold and/or are within 5% of the national average:
  - a) My child's school does an excellent job dealing with student bullying.
  - b) The discipline policy of my child's school is fair and effective.
  - c) The school offers its students a safe environment to learn.
  - d) School staff is responsive to parent/guardian concerns.
  - e) School staff acts consistently; they do as they say.

**Data Reported:**

1. 100% of schools discussed with students the unacceptable behaviors and consequences by the end of the fourth week of school. All students who arrived after the first week of school were informed of the discipline methods.
2. There are no reports of failing to meet the timelines for resolving school based disciplinary actions.
3. There are no reports of failing to meet the timelines for resolving disciplinary actions referred to the District.

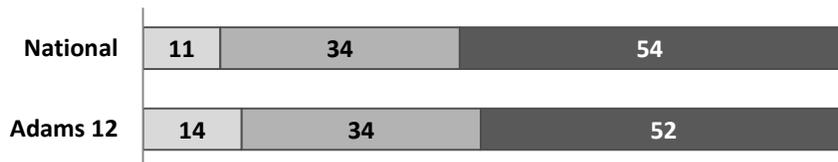
4. 74% of students who were surveyed state that they were treated in a timely, clear and fair manner.



As noted below in item 5(b), the 74% positive response by students exceeds the 69% positive response by parents in the national survey cohort. Note: Historical data is included as incidental information.

5. Parental Engagement and Satisfaction Survey responses:

- a) 54% of national responses and 52% of Adams 12 responses indicate that their child's school does an excellent job dealing with student bullying.



- b) 69% of national responses and 69% of Adams 12 responses indicate that the discipline policy of their child's school is fair and effective.



- c) 85% of national responses and 85% of Adams 12 responses indicate that their school offers its students a safe environment to learn.



d) 78% of national responses and 76% of Adams 12 responses indicate that school staff is responsive to parent/guardian concerns.



e) 76% of national responses and 74% of Adams 12 responses indicate that school staff acts consistently; they do as they say.



**Compliance Statement:**

The District’s performance complied with the standards set forth in in interpretations 1, 2, 3, 4, and 5.

**2.1.4 Policy Wording:** *The Superintendent shall not allow assessments at the District or school levels or grading standard within an individual course or class that: (a) is inconsistently applied to students of similar demonstrated ability level; (b) has not provided for sufficient prior notice of weighting or importance, or preparation time; (c) is not based solely upon demonstrated student progress and achievement of reasonable and clear standards; (d) for group projects, does not separate group performance criteria from individual criteria; (e) is not provided in a timely manner to students and their parents/guardians; and (f) does not motivate students to persist in assignments.*

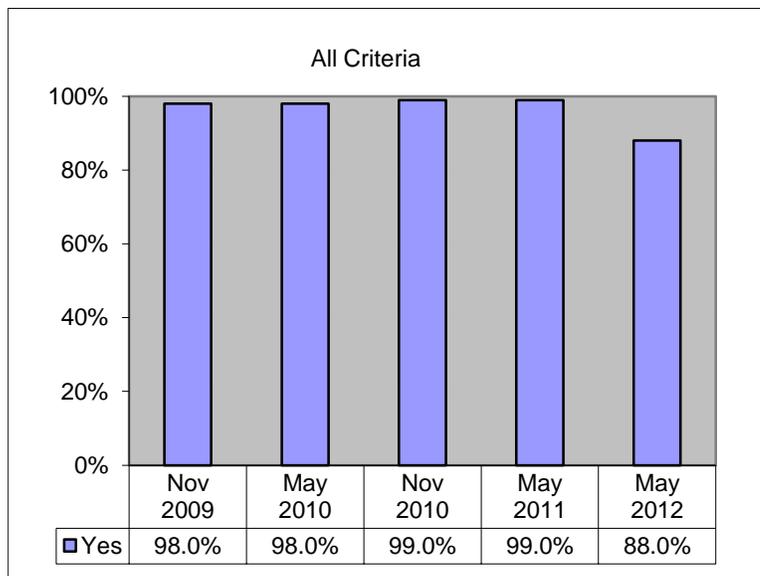
**Interpretation: (a – b)** I interpret this to mean:

1. 85% of all middle and high school course syllabi indicate that all four criteria are included (the weight, grade criteria, time frame for assignment completion, and course content) This is reasonable because we have approximately 100 new secondary teachers yearly, and some variation of course syllabi is expected until needed corrections have been noted with the respective teachers. Compliance is measured through direct inspection of all course syllabi for inclusion of measured points by the principal or designee.

2. The percent of students responding to the Adams County Student Survey who believe grades are applied consistently for all students in their ability level, class, and school meets or exceeds the 75% favorable threshold and/or is within 5% of parents throughout the nation in the Parental Engagement and Satisfaction Survey who report that it is clear to them what teachers expect of their child in terms of school work. This is a reasonable and aggressive interpretation given that children still engaged in emotional development are more likely than their parents to perceive ambiguity in grading practices and/or to place blame on others for poor performance that is substantially or entirely the result of the student's choices.
3. Parental Engagement and Satisfaction Survey responses for the following questions meet or exceed the 75% favorable threshold and/or are within 5% of the national average:
  - a) I understand the school's expectations for my child.
  - b) It is very clear to me what the teachers expect of my child in terms of school work.

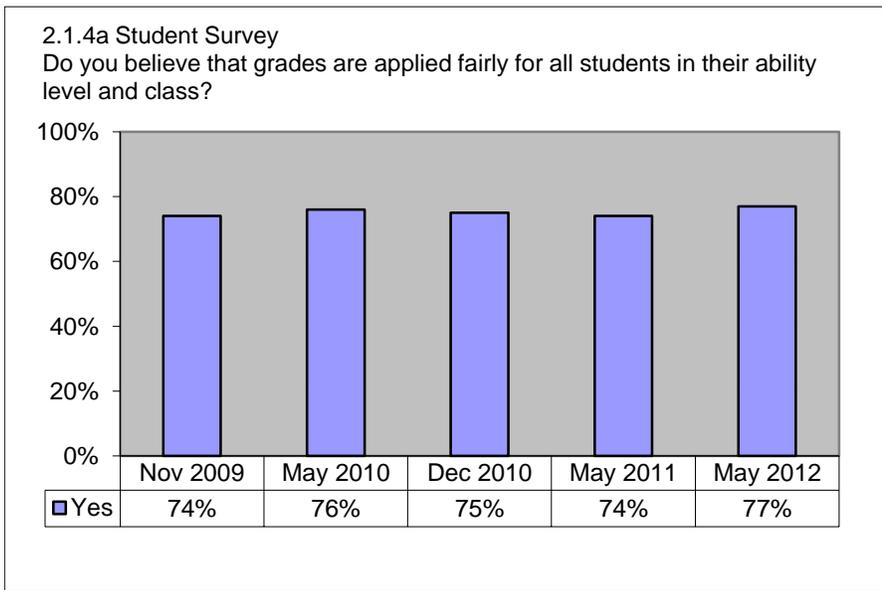
**Data Reported:**

1. Direct inspection by the school principal or designee of weight, grade criteria, time frame for assignment completion, and course content were contained in 88% of course syllabi forwarded to the respective Executive Director of Schools. Beginning with the 2012-13 school year, a common template will be used for all content at all schools.



Note: Historical data is included as incidental information.

2. 77% of students surveyed indicate that they feel grades are applied consistently for all students in their ability level, class, and school.



As noted below in item 3(b), the 77% positive response by students exceeds the 75% favorable threshold and meets the 77% positive response reported by parents in the national survey cohort. Note: Historical data is included as incidental information.

3. Parental Engagement and Satisfaction Survey responses:

- a) 87% of national responses and 84% of Adams 12 responses indicated that they understand the school’s expectations for their child.



- b) 77% of national responses and 74% of Adams 12 responses indicated it is very clear to them what the teachers expect of their child in terms of school work.



**Compliance Statement:**

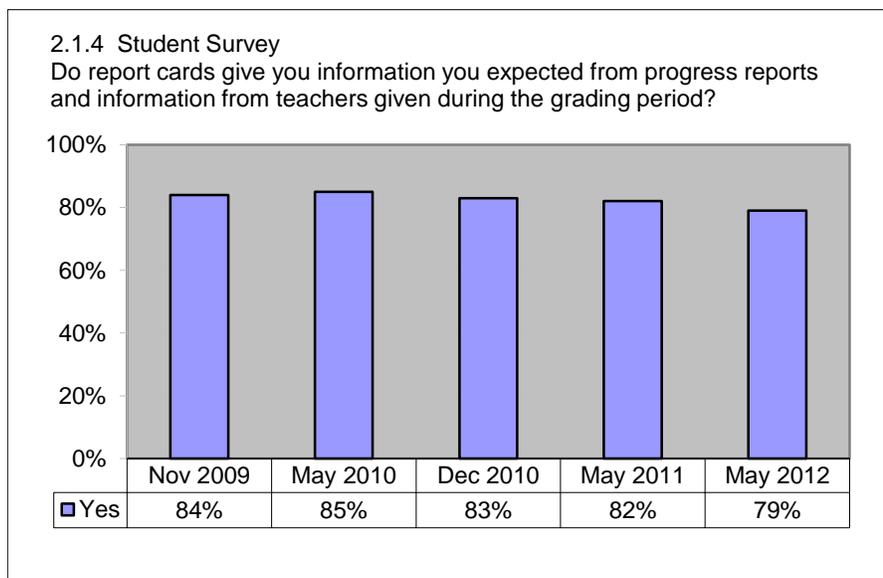
The District’s performance complied with the standards set forth in in interpretations 1, 2, and 3.

**Interpretation: (c)** I interpret *is not based solely upon demonstrated student progress and achievement of reasonable and clear standards* to mean:

1. The percent of students responding to the Adams County Student Survey who believe grades and other measures reflect academic progress and achievement meets or exceeds the 75% favorable threshold and/or is within 5% of parents throughout the nation in the Parental Engagement and Satisfaction Survey who report that it is clear to them what teachers expect of their child in terms of school work. This is a reasonable and aggressive interpretation given that children still engaged in emotional development are more likely than their parents to perceive ambiguity in grading and measurement practices.
2. Parental Engagement and Satisfaction Survey responses for the following questions meet or exceed the 75% favorable threshold and/or are within 5% of the national average.
  - a) It is very clear to me what the teacher(s) expect of my child in terms of school work.

**Data Reported:**

1. 79% of surveyed students report that grades and other measures reflect academic progress and achievement.



As noted below in item 2(a), the 79% positive response by students exceeds the 75% positive threshold and the 77% positive response by parents in the national survey cohort. Note: Historical data is included as incidental information.

2. Parental Engagement and Satisfaction Survey responses:

- a) 77% of national responses and 74% of Adams 12 responses indicated that it is very clear to them what teachers expect of their child in terms of school work.



**Compliance Statement:**

The District’s performance complied with the standard in interpretations 1 and 2.

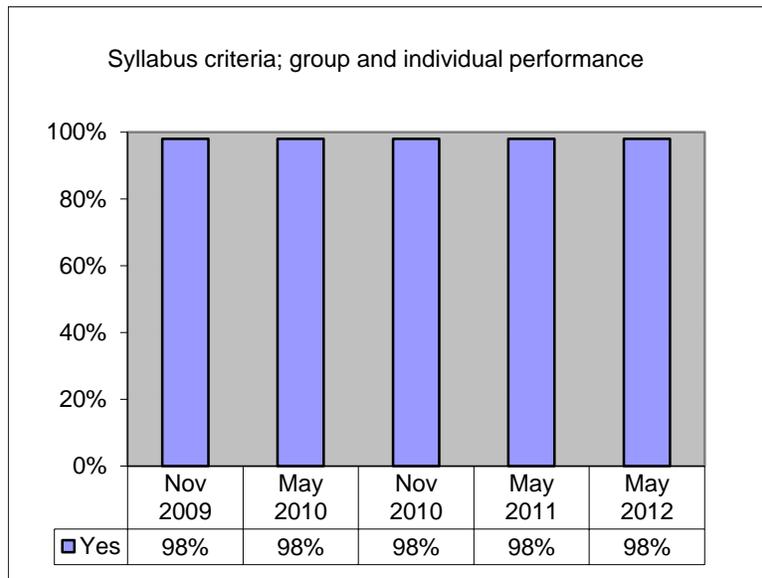
**Interpretation: (d)**

I interpret *for group projects, does not separate group performance criteria from individual criteria* to mean:

1. 85% of the sampled syllabi contain the criteria for group and individual performance. The performance is monitored through direct inspection by means of a random sample conducted by the Executive Director of Secondary Schools.
2. The percent of District students responding to the Adams County Student Survey who believe that they receive both a group and individual grade when working on a group meets or exceeds the 75% favorable threshold and/or is within 5% of District students responding to the Adams County Student Survey who believe grades and other measures reflect academic progress and achievement.
3. Parental Engagement and Satisfaction Survey responses for the following questions meet or exceed the 75% favorable threshold and/or are within 5% of the national average:
  - a) When my child works on group projects, he/she is given both an individual and a group grade. (Custom Question)

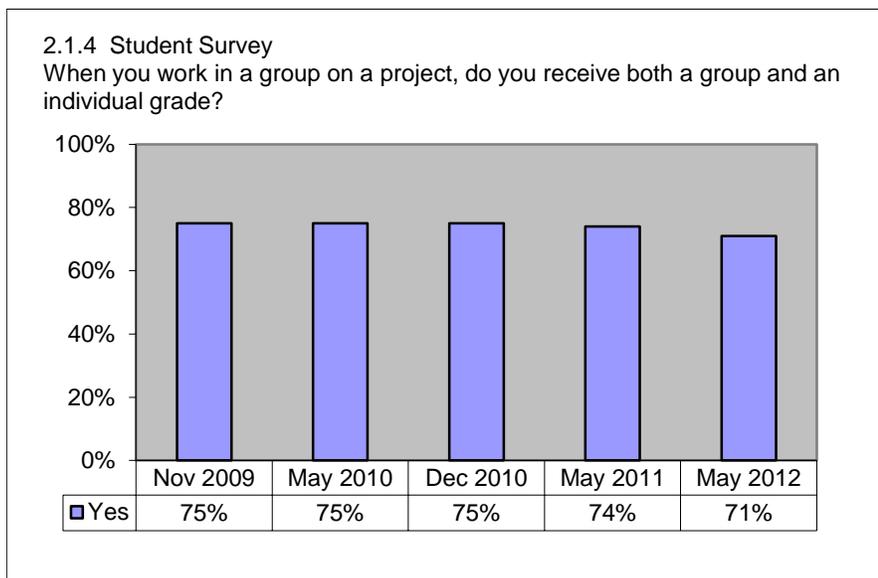
**Data Reported:**

1. 98% of syllabi contain the measured criteria for group and individual performance, as reported by the Executive Directors of Secondary Schools.



Note: Historical data is included as incidental information.

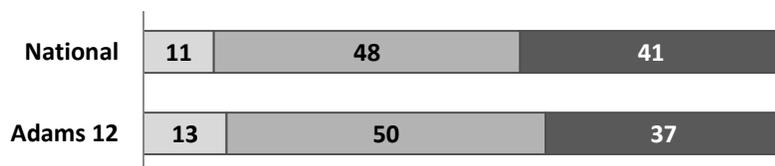
2. 71% of students surveyed report they are given both an individual and group grade for group projects.



The 71% positive response by students does not meet or exceed the 75% favorable threshold nor is it within 5% of the 79% positive response by students as noted above in interpretation C, item 1. Note: Historical data is included as incidental information.

### 3. Parental Engagement and Satisfaction Survey responses:

- a) 41% of national responses and 37% of Adams 12 responses indicated that when their child works on group projects, he/she is given both an individual and a group grade. (Custom Question)



#### Compliance Statement:

The District's performance complied with the standards set forth in in interpretation 1 and 3. In interpretation 2, the district's performance did not comply with the 75% favorable threshold, nor is it within 5% of the average of students who answered favorably to question c. (1). There is no national data for the student survey question, however; the data indicates a 3% decrease. The respective Executive Director will work with secondary principals to develop clear expectations and communications for teachers around group grades with compliance expected in the June 2013 report.

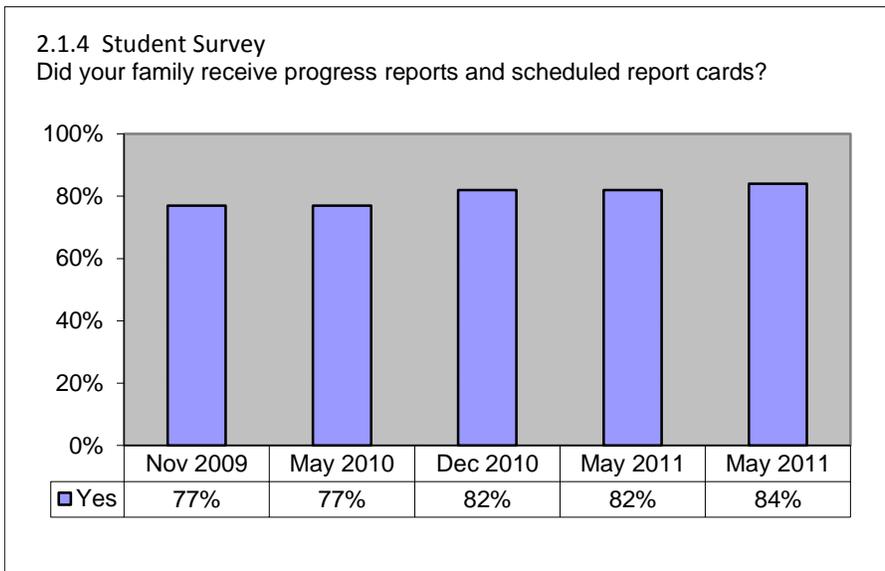
#### Interpretation: (e)

I interpret *provided in a timely manner to students and their parents/guardians* to mean:

1. 100% of schools provide parents and students with written information regarding assessments no later than the end of the first week of school. All students and families who arrive after the first four weeks of school are provided information on assessments. This is done individually or in small groups. Monitoring is performed by direct inspection by Executive Directors.
2. 100% of schools provide parents and students with progress reports and report cards on the scheduled time table. Monitoring is performed by direct inspection by Executive Directors.
3. The percent of students responding to the Adams County Student Survey who believe their families received progress reports and scheduled report cards achievement meets or exceeds the 75% favorable threshold and/or is within 5% of parents throughout the nation in the Parental Engagement and Satisfaction Survey who report that school information is communicated effectively. This is a reasonable and aggressive interpretation given that children still engaged in emotional development are more likely than their parents to perceive that information is not communicated effectively.
4. Parental Engagement and Satisfaction Survey responses for the following questions meet or exceed the 75% favorable threshold and/or are within 5% of the national average:
  - a) I am kept up-to-date on school activities and events.
  - b) I feel informed about my child's school life.
  - c) I know how to get school information when I need it.
  - d) My child's school makes effective use of technology as a means of communication.
  - e) Overall, school information is communicated effectively.
  - f) I am encouraged to participate in school activities.
  - g) My child's school seeks feedback from parents on programs, policies and procedures (Custom Question.)

**Data Reported:**

1. 100% of schools provided parents and students with written information regarding assessments no later than the end of the first week of school. All students and their families who arrive after the first four weeks of school were given information on assessments. This was done individually or in small groups.
2. 98% of schools provided parents and students with progress reports and report cards on the scheduled time table.
3. 84% of surveyed students indicated their families received progress reports and scheduled report cards.



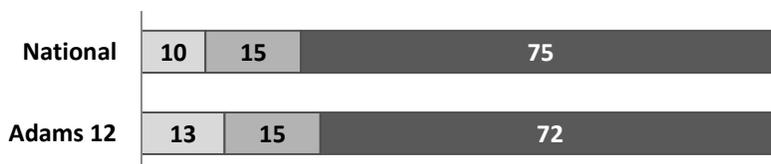
As noted below in item 4(e), the 84% positive response by students exceeds the 75% favorable threshold and the 81% positive response by parents in the national survey cohort. Note: Historical data is included as incidental information.

4. Parental Engagement and Satisfaction Survey responses:

- a) 84% of national responses and 81% of Adams 12 responses indicated that they are kept up-to-date on school activities and events.



- b) 75% of national responses and 72% of Adams 12 responses indicated that they feel informed about their child’s school life.



c) 87% of national responses and 85% of Adams 12 responses indicated they know how to get school information when they need it.



d) 80% of national responses and 77% of Adams 12 responses indicated that their child's school makes effective use of technology as a means of communication.



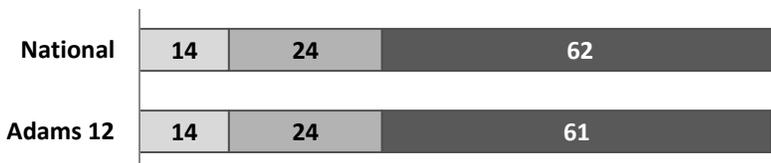
e) 81% of national responses and 76% of Adams 12 responses indicated that overall, school information is communicated effectively.



f) 75% of national responses and 69% of Adams 12 responses indicated that they are encouraged to participate in school activities.



g) 62% of national responses and 61% of Adams 12 responses indicated that their child's school seeks feedback from parents on programs, policies and procedures. (Custom Question)



**Compliance Statement:**

The District’s performance complied with the standard in interpretations 1, 2, and 3. In interpretation 4, six out of seven questions met the 75% favorable threshold and/or are within 5% of the national average. Only question (f) is noncompliant. The respective Executive Director of Schools is working with elementary principals in improving communication and broad student participation in school activities. This plan will be communicated out to all schools by June 2013.

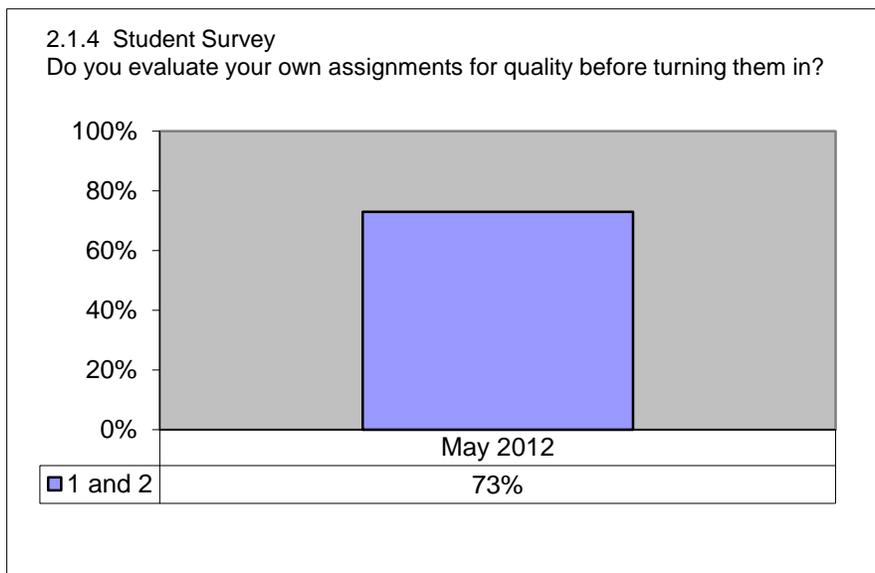
**Interpretation: (f)**

I interpret *motivate students to persist in assignments* to mean:

1. The percent of students responding to the Adams County Student Survey who believe that grades motivate students to complete assignments meets or exceeds the 75% favorable threshold and/or is within 5% of parents throughout the nation in the Parental Engagement and Satisfaction Survey who indicate that schools set high standards for students. This is a reasonable and aggressive interpretation given that children still engaged in emotional development are more likely than their parents to perceive ambiguity in grading practices.
2. Parental Engagement and Satisfaction Survey responses for the following questions meet or exceed the 75% favorable threshold and/or are within 5% of the national average:
  - a) The school recognizes students for their accomplishments.
  - b) The school sets high learning standards for its students.

**Data Reported:**

1. 73% of surveyed students report that they evaluate their own assignments for quality before turning them in.



As noted below in item 2(b), the 73% positive response by students does not meet the 75% favorable threshold.

2. Parental Engagement and Satisfaction Survey responses:

- a) 84% of national responses and 83% of Adams 12 responses indicated that the school recognizes students for their accomplishments.



- b) 81% of national responses and 76% of Adams 12 responses indicated that the school sets high learning standards for its students.



**Compliance Statement:**

In interpretation 1, the District’s performance did not meet the 75% favorable threshold. The Chief Academic Officer anticipates that expansion of the District’s grading initiative will result in a greater percentage of students reviewing their work and that the District’s performance will comply with the standard in the June 2013 report. The District’s performance complied with the standard in interpretation 2.

**2.1.5 Policy Wording:** *The Superintendent shall not fail to operate facilities safely and with equitable internal and external accessibility to students, their families, and community members.*

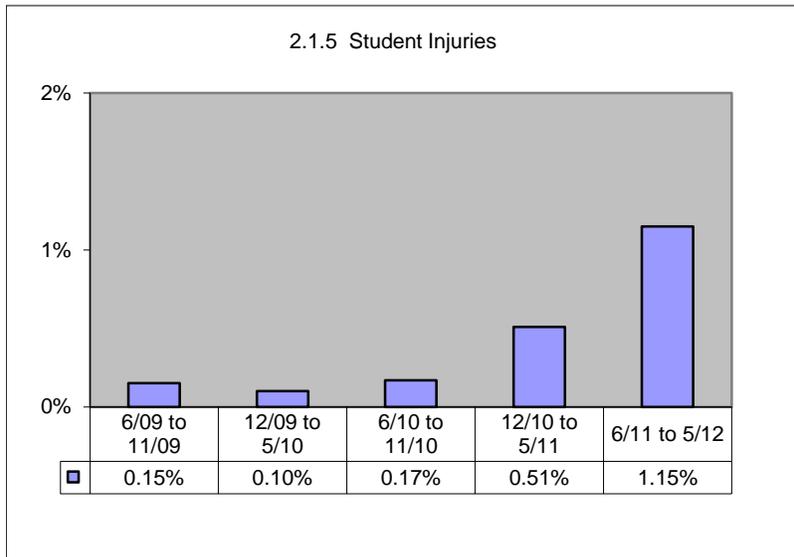
**Interpretation:**

I interpret *fail to operate facilities safely* to mean that individuals using District facilities are aware of and implement District safety policies and procedures.

1. 100% of all District facilities have developed or received policies and procedures regarding safe building use, and all outside individuals and groups complete a Building Use contract which references and requires compliance with safety policies procedures. Compliance with this standard is monitored by the Facility Reservations Manager.
2. Student injuries do not exceed 2% of the student population in any given monitoring cycle. Compliance with this standard is monitored through inquiries/information gathered by the Director of Risk Management.
3. Liability claims, as measured by cost per student, do not exceed the BOCES pool average cost by more than \$.10.

**Data Reported:**

- 100% of all District facilities have developed or received policies and procedures regarding safe building use, including (as appropriate) crisis plans, superintendent’s policies, bully prevention programs, custodial standards and manuals, etc. Each outside individual and group that used our facilities completed a building use contract.
- |                                |  |
|--------------------------------|--|
| Student Injuries 6/11 to 5/12  | 400 which represents 1.15% of the total student population |
| Student Injuries 12/10 to 5/11 | 182 which represents .51% of the total student population  |
| Student Injuries 6/10 to 11/10 | 58 which represents .17% of total student population       |
| Student Injuries 12/09 to 5/10 | 34 which represents .10% of the total student population   |
| Student Injuries 6/09 to 11/09 | 51 which represents .15% of total student population       |



Note: Beginning with the June 2012 monitoring report, the data is reported as an annual percentage rather than a biannual percentage. Historical data is included as incidental information.

- |                                    |        |                |        |
|------------------------------------|--------|----------------|--------|
| Liability Claims C/S 6/11 to 5/12  | \$ .79 | BOCES Pool C/S | \$1.54 |
| Liability Claims C/S 12/10 to 5/11 | \$.57  | BOCES Pool C/S | \$.49  |
| Liability Claims C/S 6/10 to 11/10 | \$.03  | BOCES Pool C/S | \$.10  |
| Liability Claims C/S 6/09 to 12/09 | \$.16  | BOCES Pool C/S | \$.53  |

Note: Beginning with the June 2012 monitoring report, the data is reported as an annual percentage rather than a biannual percentage. Historical data is included as incidental information.

**Compliance Statement:**

The District’s performance complied with the standard in interpretations 1, 2, and 3.

**Interpretation:**

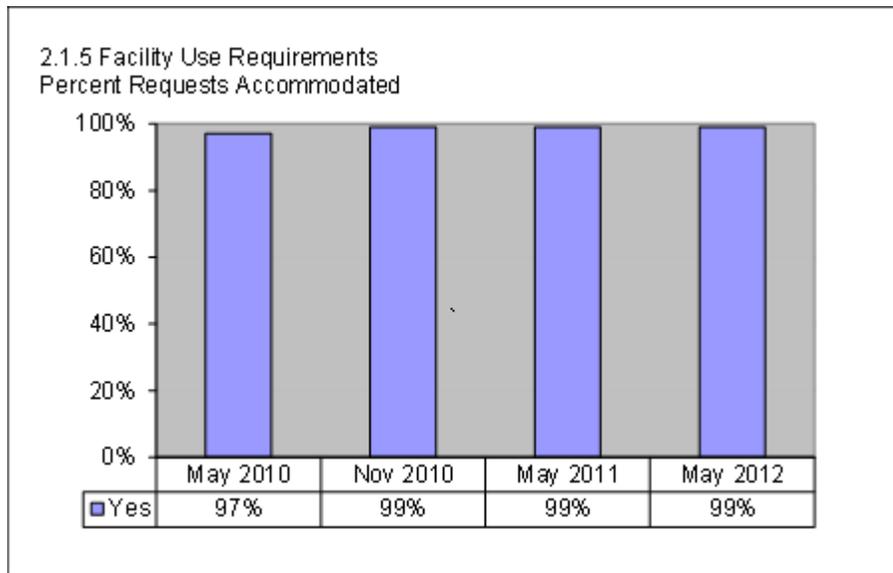
I interpret *equitable internal and external accessibility* to mean:

1. The measure of this interpretation is that 95% of all internal and external requests for access to District facilities will be accommodated.

This is reasonable because it is not likely that all outside requestors for use of our facilities will be capable of meeting the conditions for use. Specifically, outside groups must present proof that they are fully insured before they use the facility, and some groups are not able to secure the needed insurance.

**Data Reported:**

1. The District accommodated 99% of Facility Use requests that were submitted.



Note: Historical data is included as incidental information.

**Compliance Statement:**

The District's performance complied with the standard in interpretation 1.

**Policy Wording:** *The Superintendent shall not operate without written rules which: (a) reasonably specify District and building expectations, standards and procedures, (b) provide for effective resolution of complaints, concerns and grievances, and (c) protect against wrongful conditions and disparate treatment for inappropriate reasons.*

**Interpretation: (a):**

I interpret *District and building expectations, standards and procedures* to mean:

1. The measure of this interpretation is that 100% of all buildings will have the Superintendent's Policy Handbook available and that it provides rules, standards, and procedures in the areas of:
  - Community and Decision Making
  - Public Activities Involving Staff, Students or School Activities
  - Administrative and Supervisory Personnel
  - Expenditures
  - Non Instructional Operations
  - Personnel
  - Elementary and Secondary Students
  - Planning and Design
  - New Facilities Construction

Compliance will be monitored through direct inspection by General Counsel. This is reasonable because it follows best practices for school districts and businesses. Further, the written rules and expectations are easily accessible to individuals and groups inside and outside the school system.

**Data Reported:**

1. Every building has electronic access to the Superintendent's Policy Handbook, and paper copies of these policies are available for staff, students, parents, and community members at each school, upon request, and through online access.

**Compliance Statement:**

The District's performance complied with the standard in interpretation 1.

**Interpretation: (b and c):**

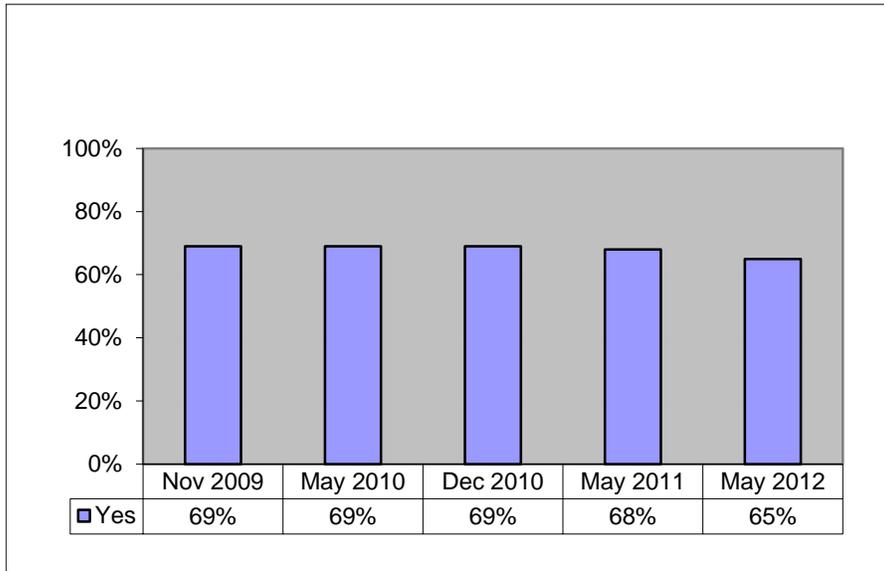
I interpret *effective resolution of complaints, concerns, and grievances and protect against wrongful conditions and disparate treatment for inappropriate reasons* to mean:

1. The percent of students responding to the Adams County Student Survey who believe that their issues were resolved fairly and in a reasonable time frame meets or exceeds the 75% favorable threshold and/or is within 5% of parents throughout the nation in the Parental Engagement and Satisfaction Survey who report that school staff is responsive to parent/guardian concerns. This is a reasonable and aggressive interpretation given that children still engaged in emotional development are more likely than their parents to perceive unfairness and/or delay in resolutions to their issues.
2. Parental Engagement and Satisfaction Survey responses for the following questions meet or exceed the 75% favorable threshold and/or are within 5% of the national average:
  - a) How often does your school typically contact you?
  - b) School staff is responsive to parental/guardian concerns.
  - c) School staff is accessible.

d) School staff is courteous and helpful.

**Data Reported:**

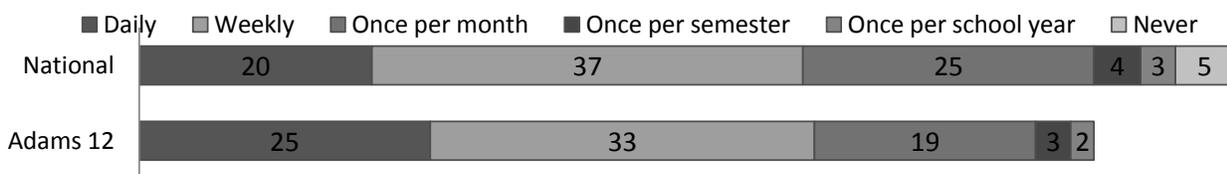
1. 65% of surveyed students report that complaints and issues were resolved fairly and in a reasonable time frame.



As noted below in item 2(b), the 65% positive response by students does not meet the 75% favorable threshold nor is it within 5% of the 78% positive response by parents on the national survey cohort. Note: Historical data is included as incidental information.

2. Parent Engagement and Satisfaction Survey responses:

- a) 57% of national responses and 58% of Adams 12 responses indicated that their child’s school contacts them daily or weekly.



- b) 78% of national responses and 76% of Adams 12 responses indicate that school staff is responsive to parent/guardian concerns.



c) 82% of national responses and 81% of Adams 12 responses indicate school staff is accessible.



d) 84% of national responses and 84% of Adams 12 responses indicate School Staff is courteous and helpful.



**Compliance Statement:**

In interpretation 1, the District’s performance did not meet the 75% favorable threshold nor was it within 5% of the national average. The Executive Directors of Schools and the Director of Intervention Services will implement measures to improve performance in this area during the 2012-13 school year. The District’s performance complied with the standard in interpretation 2.

**2.1.7 Policy Prohibition:** *The Superintendent shall not retaliate against any student or family member for non-disruptive expression of dissent or concern.*

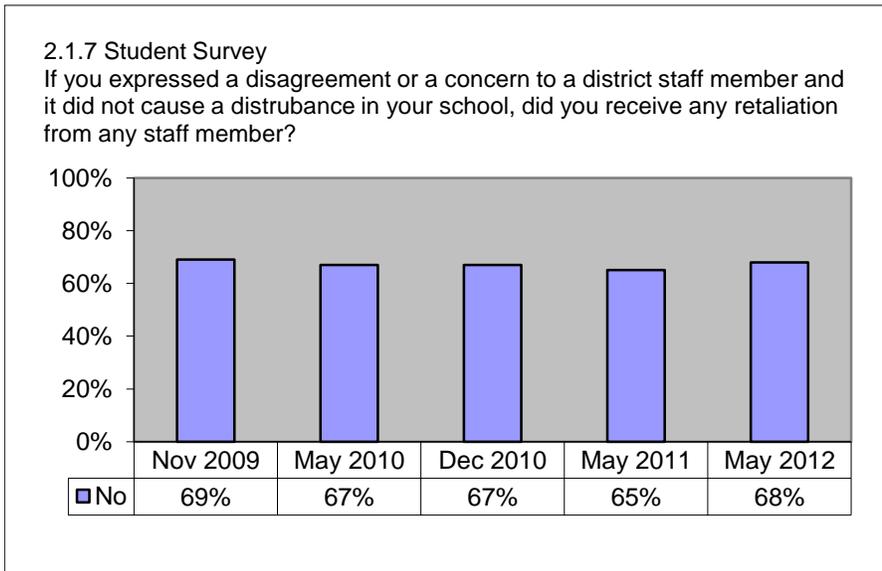
**Interpretation:**

I interpret *retaliation for non-disruptive expression of dissent* to mean:

1. The percent of students responding to the Adams County Student Survey who believe that they have not faced retaliation by District staff for non-disruptive expression of disagreement or concern meets or exceeds the 75% favorable threshold and/or is within 5% of parents throughout the nation in the Parental Engagement and Satisfaction Survey who report that if they expressed a disagreement or opinion about a school policy, they were not treated improperly by District staff. This is a reasonable and aggressive interpretation given that children still engaged in emotional development are more likely than their parents to perceive retaliation.
2. Parental Engagement and Satisfaction Survey responses for the following questions meet or exceed the 75% favorable threshold and/or are within 5% of the national average:
  - a) During the past year, did you as a parent experience a situation where a school or school District employee reacted improperly to your expression of an opinion or disagreement about a school policy? (Custom Question)

**Data Reported:**

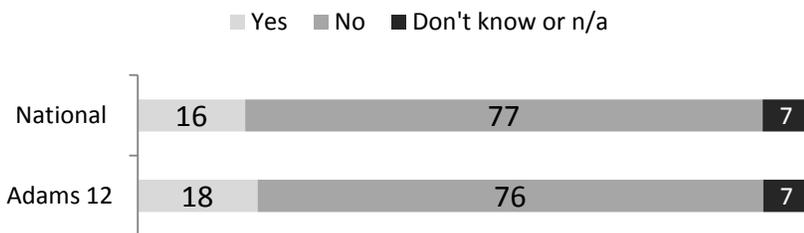
- 68% of surveyed students report they have not faced retaliation by District staff.



As noted below in item 2(a), the 68% of positive responses by students does not meet or exceed the 75% favorable threshold nor is it within 5% of the 77% positive response by District parents. Note: Historical data is included as incidental information.

- Parent Engagement and Satisfaction Survey responses:

- 77% of national responses and 76% of Adams 12 responses indicate that during the past year, they did not experience a situation where a school or school District employee reacted improperly to their expression of an opinion or disagreement about a school policy. (Custom Question)



**Compliance Statement:**

Noncompliance on interpretation 1 is expected to be cured in June 2014; the scope of the current deficit in performance is significant enough that two years are anticipated to remedy performance. The District’s performance complied with the standard in interpretation 2.

**2.1.8 Policy Wording:** *The Superintendent shall not prevent students, families, or community members from being heard by the Board when internal hearing procedures have been exhausted and the person alleges that Board policy has been violated to his or her detriment.*

**Interpretation:**

I interpret this to mean:

1. The Board of Education does not receive a complaint from a student, family, or community member alleging that the Superintendent has prevented a hearing before the Board regarding an alleged Board policy violation; or, in the event such a complaint is received, the Board concludes, after reasonable investigation and analysis, that the complaint is not well founded. Monitoring of compliance is by direct inspection by the Board of Education and the Executive Assistant to the Board of Education.

**Data Reported:**

1. The Executive Assistant to the Board of Education is not aware of any complaints alleging that the Superintendent has prevented an unresolved complaint of alleged Board policy violation from being heard by the Board of Education. I am unaware of any conclusions by the Board of Education finding that a complaining party has been denied a hearing before the Board of Education.

**Compliance Statement:**

The District's performance complied with the standard in interpretation 1.

**2.1 Global Policy Wording:** *With respect to interactions with students, those applying to be students, their families, and community members, the Superintendent shall not cause or allow conditions, practices, procedures, activities, or decisions, which are unsafe, undignified, uncaring, or unnecessarily intrusive or restrictive.*

**Interpretation:**

I submit that the Board's policy is comprehensively interpreted in the preceding provisions except for *unsafe, undignified, uncaring and unnecessarily intrusive or restrictive.*

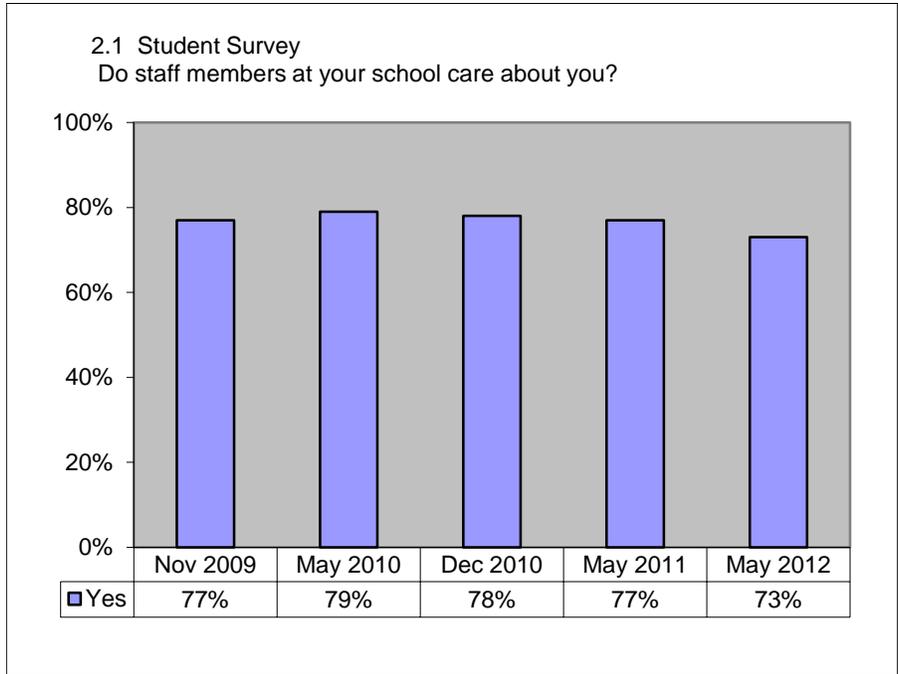
I interpret *unsafe, undignified, and uncaring* to mean:

1. The percent of students responding to the Adams County Student Survey who believe that staff at their school care about them meets or exceeds the percent of parents throughout the nation in the Parental Engagement and Satisfaction Survey who report that their child knows who to go to if they have a problem at school. This is a reasonable and aggressive interpretation given that children still engaged in emotional development are more likely than their parents to perceive indifference.
2. Parental Engagement and Satisfaction Survey responses for the following questions meet or exceed the national average:
  - a) The school offers its students a safe environment to learn.

- b) My child’s school does an excellent job dealing student bullying.
- c) When my child has a problem at school, he/she knows who to talk with there.
- d) I feel welcome at my child’s school.
- e) My child enjoys going to school.
- f) School staff is courteous and helpful.
- g) Teachers at my child’s school appear to be enthusiastic about teaching.

**Data Reported:**

1. 73% of surveyed students stated staff members at their school care about them.



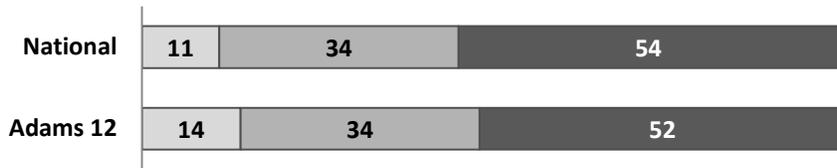
As noted below in item 3(c), the 73% positive response by students exceeds the 72% positive response by parents in the national survey cohort. Note: Historical data is included as incidental information.

2. Parent Engagement and Satisfaction Survey responses.

- a) 85% of national responses and 85% of Adams 12 responses indicate that the school offers its students a safe environment to learn.



- b) 54% of national responses and 52% of Adams 12 responses indicate that their child's school does an excellent job of dealing with student bullying.



- c) 72% of national responses and 71% of Adams 12 responses indicate that when their child has a problem at school, he/she knows who to talk with there.



- d) 85% of national responses and 85% of Adams 12 responses indicate they feel welcome at their child's school.



- e) 82% of national responses and 81% of Adams 12 responses indicate that their child enjoys going to school.



- f) 84% of national responses and 84% of Adams 12 responses indicate that school staff is courteous and helpful.



- g) 82% of national responses and 82% of Adams 12 responses indicate that teachers at their child's school appear to be enthusiastic about teaching.



**Compliance Statement:**

The District's performance complied with the standard in interpretations 1 and 2.

**Interpretation:**

I interpret *unnecessarily intrusive* or *restrictive* to mean:

1. Parental Engagement and Satisfaction Survey responses for the following questions meet or exceed the 75% favorable threshold and/or are within 5% of the national average:
  - a) I would recommend my child's school to a friend seeking a school for their child
  - b) If I had to do it over again, I would choose Adams 12 Five Star School District. (Custom Question)
2. Parental Engagement and Satisfaction Survey responses for the following questions meet or exceed the 75% favorable threshold and/or are within 5% of the national average:
  - a) I am not aware of any circumstances during this last school year where my child was subject to unwarranted or overly invasive physical contact from a teacher or member of the school staff. (Custom Question)

**Data Reported:**

1. Parental Engagement and Satisfaction Survey responses:

- a) 80% of national responses and 77% of Adams 12 responses indicate that they would recommend their child's school to a friend seeking a school for their child.

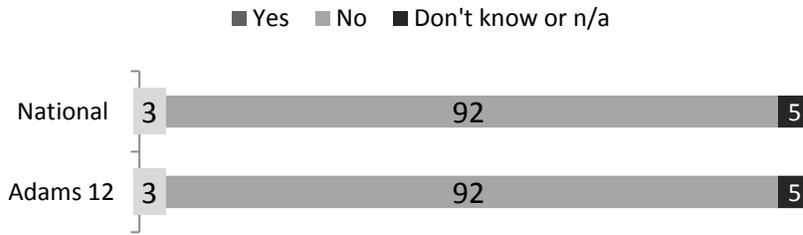


- b) 76% of national responses and 75% of Adams 12 responses indicate that if they had to do it over again, they would choose Adams 12 Five Star School District. (Custom Question)



2. Parental Engagement and Satisfaction Survey responses:

- a) 92% of national responses and 92% of Adams 12 responses indicate that that they are not aware of any circumstances this last school year where their child was subject to unwarranted or overly invasive physical contact from a teacher or a member of the school staff? (Custom Question)



**Compliance Statement:**

The District's performance complied with the standard in interpretations 1 and 2.

**Interpretation:**

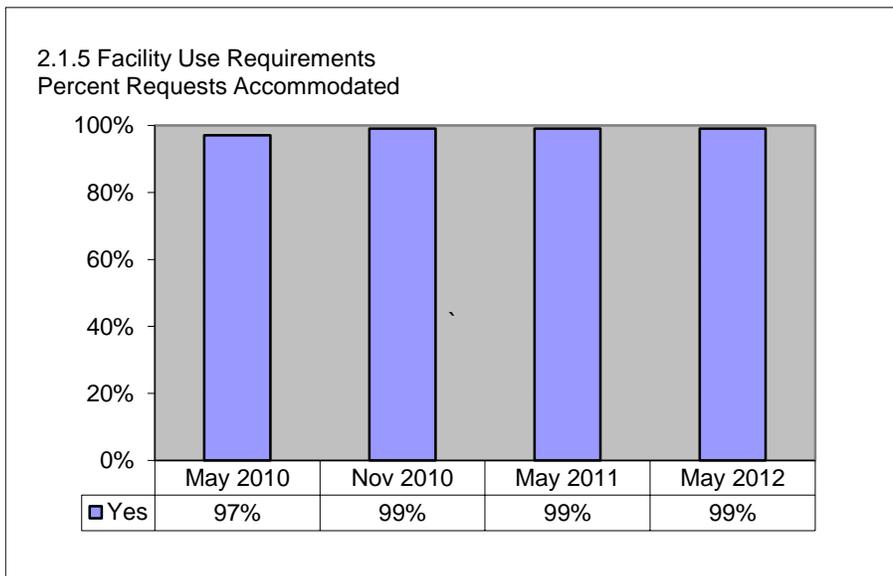
I interpret *unnecessarily intrusive or restrictive as applied to community members* to mean:

1. 95% of the external/community building use requests are approved.

This is reasonable as very few members of the greater community interface with District policies and procedures except when utilizing District facilities. Monitoring of compliance is conducted by data analysis of external building use requests by the Facility Reservations Manager.

**Data Reported:**

1. The District accommodated 99% of the requests that met the Facility Use requirements.



Note: Historical data is included as incidental information.

**Compliance Statement:**

The District's performance complied with the standard in interpretation 1.

**2.1.9 Policy Prohibition:** *The Superintendent shall not fail to establish an effective, efficient and user friendly ongoing communication system for families.*

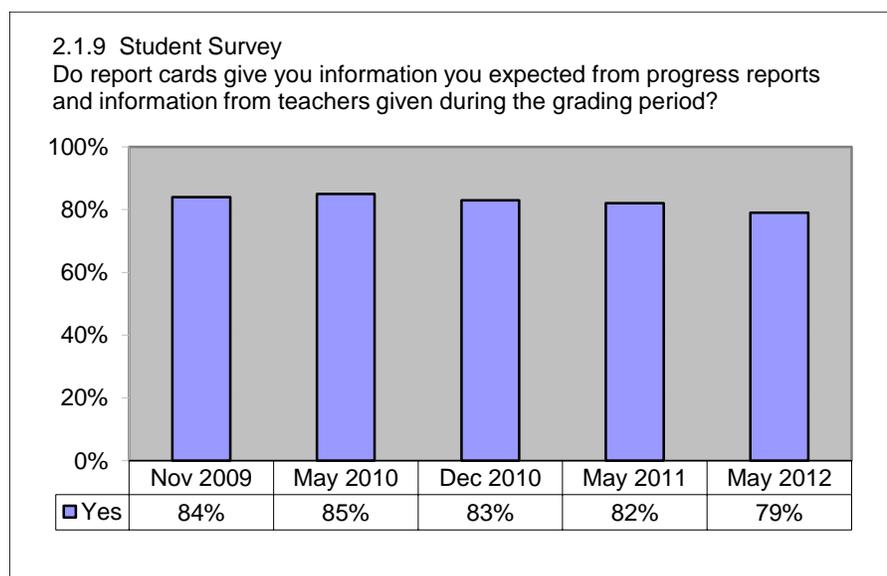
**Interpretation:**

I interpret establish an effective, efficient and user friendly ongoing communication system to mean:

1. The percent of students responding to the Adams County Student Survey who believe that report cards give students the information they expected from progress reports and information from teachers given during the grading period meets or exceeds the 75% favorable threshold and/or is within 5% of parents throughout the nation in the Parental Engagement and Satisfaction Survey who indicate that they feel well informed about their student’s school life. This is a reasonable and aggressive interpretation given that children still engaged in emotional development are more likely than their parents to perceive ambiguity in information disseminated about their progress in school.
2. Parental Engagement and Satisfaction Survey responses for the following questions meet or exceed the 75% favorable threshold and/or are within 5% of the national average:
  - a) I feel well informed about my child’s school life.
  - b) I know who to get school information when I need it.
  - c) I regularly check my child’s information (such as grades or attendance) using an online resource.

**Data Reported:**

1. 79% of surveyed students believe that their reports cards gave them the information they expected from progress reports and information from teachers given during the grading period.



As noted below in item 2(a), the 79% positive response by students exceeds the 75% favorable threshold and the 75% positive response by parents in the national survey cohort. Note: Historical data is included as incidental information.

2. Parental Engagement and Satisfaction Survey responses:

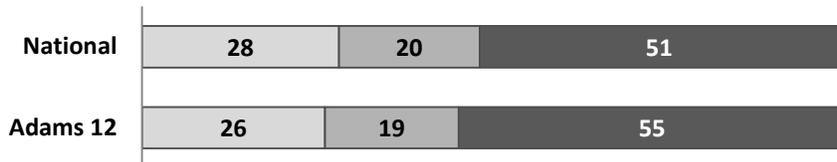
- a) 79% of national responses and 74% of Adams 12 responses indicated that they I feel well informed about their child’s school life.



- b) 87% of national responses and 85% of Adams 12 responses indicated that they know how to get school information when they need it.



- c) 51% of national responses and 55% of Adams 12 responses indicated that they regularly check their child’s information (such as grades or attendance) using an online resource.



**Compliance Statement:**

The District’s performance complied with the standards set forth in in interpretations 1 and 2.

**2.1.10 Policy Wording:** *The Superintendent shall not fail to establish effective systems to address parental concerns.*

**Interpretation:** I interpret this to mean.

1. Parental and Satisfaction Survey responses for the following questions meet or exceed the 75% favorable threshold and/or are within 5% of the national average
  - a) My child gets the support he/she needs at school.
  - b) I am involved in the decisions that affect my child’s education.
  - c) School staff is responsive to parental/guardian concerns.
  - d) School staff collaborate with families to connect student needs. (Custom Question)

**Data Reported:**

1. Parental Engagement and Satisfaction Survey responses:

- a) 79% of national responses and 75% of Adams 12 responses indicate that their child gets the support he/she needs at school.



- b) 75% of national responses and 70% of Adams 12 responses indicate that they are involved in the decisions that affect their child’s education.



- c) 78% of national responses and 76% of Adams 12 responses indicate that that school staff is responsive to parental/guardian concerns.



- d) 63% of Adams 12 responses indicate that school staff collaborate with families to support student needs. (Custom Question)



**Compliance Statement:**

In interpretation 1, three out of four questions met the 75% favorable threshold and/or are within 5% of the national average. Only question (d) would be noncompliant. This is a baseline year for the question, and there is no national data. Noncompliance is expected to be cured in June 2014.

**2.1.11 Policy Wording:** *The Superintendent shall not fail to meaningfully include students and families in the counseling process through an effective system of communication and engagement.*

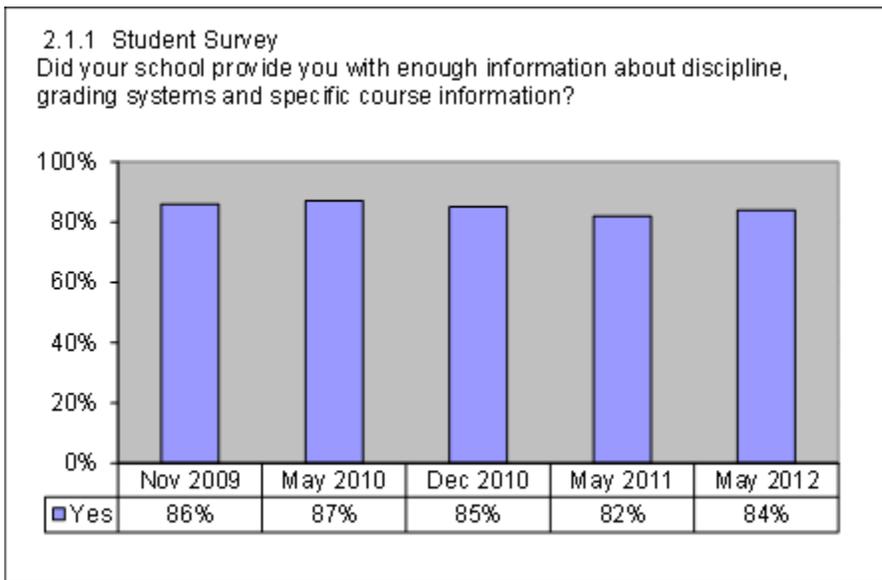
**Interpretation:** I interpret this to mean.

1. The percent of students responding to the Adams County Student Survey who believe that they are provided access to information about discipline, grading systems, and course specific information meets or exceeds the 75% favorable threshold and/or is within 5% of parents throughout the nation in the Parental Engagement and Satisfaction Survey who report that overall, school information is communicated effectively. This is a reasonable and aggressive interpretation given that children still engaged in emotional development are more likely than their parents to perceive a lack of access to information and/or to defend their failure to meet expectations by claiming that notice was not provided.

2. Parental and Satisfaction Survey responses for the following questions meet or exceed the 75% favorable threshold and/or are within 5% of the national average
  - a) I am involved in the decisions that affect my child’s education.
  - b) I attend most school events offered to parents such as parent-teacher conferences and open houses.
  - c) I am satisfied with the services provided by my child’s guidance counselor.
  - d) School staff work with families to connect them to resources and programs that support student success. (Custom Question)

**Data Reported:**

1. 84% of students agree they received the information.



As noted below in item 2(c), the 84% of positive response by students exceeds the 75% favorable threshold and the 60% positive response by parents in the national survey cohort. Note: Historical data is included as incidental information.

2. Parental Engagement and Satisfaction Survey responses:

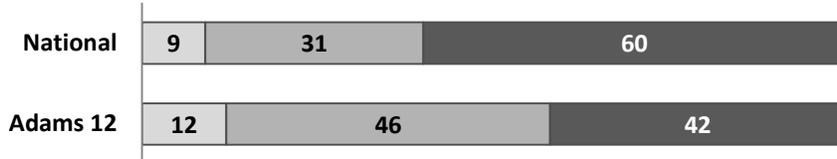
- a) 75% of national responses and 70% of Adams 12 responses indicate that they are involved in the decisions that affect their child’s education.



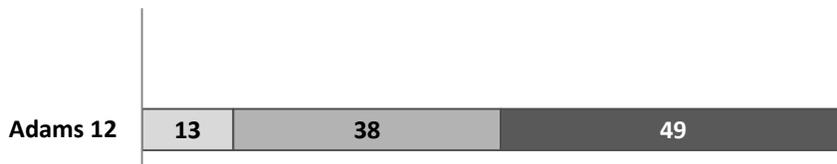
- b) 81% of national responses and 86% of Adams 12 responses indicate that they attend most school events offered to parents such as parent-teacher conferences and open houses.



- c) 60% of national responses and 42% of Adams 12 responses indicate that they are satisfied with the services provided with their child’s guidance counselor.



- d) 49% of Adams 12 responses indicate that school staff work with families to connect them to resources and programs that support student success. (Custom Question)



**Compliance Statement:**

The District’s performance complied with the standards set forth in in interpretation 1. In interpretation 2, two out of four questions met the 75% favorable threshold and/or are within 5% of the national average. Questions (c) and (d) would be noncompliant. For question (c), the respective Executive Director of Schools will work with secondary counselors to review the data and develop a plan to remedy compliance by June 2013. This is a baseline year for question (d), and there is no national data. Noncompliance is expected to be cured in June 2014.

**Global Policy Prohibition:** *With respect to interactions with students, those applying to be students, their families and community members, the Superintendent shall not cause or allow conditions, practices, procedures, activities or decisions which are unsafe, undignified, uncaring or unnecessarily intrusive or restrictive.*

I submit that the Board’s policy is comprehensively interpreted in the preceding provisions. This is reasonable because my interpretations, data reported and compliance statements concerning these provisions address issues of treatment of students, their families, and community members and compliance of treatment with Board priorities as required by the global policy provision.

Compliance: The proceeding report outlines where the District complies with the standards and specific areas to be cured within specified time lines.

**The Board acknowledged receipt of a monitoring report as of June 20, 2012, for the period June 16, 2011 through June 20, 2012, of the Superintendent concerning Operating Limitations Policy 2.1, Treatment of Students, Their Families and Community Members and found the superintendent's interpretations were reasonable and supported by data that was relevant, justified and complete.**