



MISSISSIPPI
DEPARTMENT OF
EDUCATION

Ensuring a bright future for every child

Suggested time limits (highlighted in yellow) have been given as additional guidance for each required reporting element.

SAMPLE GUIDANCE DOCUMENT
School Board Monthly Update Report

Schools will present data for the months of August 2019 – January 2020 at the first monthly board update beginning January 2020.

Date of School Board Meeting: January 17, 2020				Time Frame: August 2019 – January 2020			
District Name:							
School Name:				School Identification: <input type="checkbox"/> CSI <input type="checkbox"/> TSI <input type="checkbox"/> ATSI <input type="checkbox"/> SAR <input type="checkbox"/> SIG			
School Goals and Progress Toward Goals							
Overall School Goal				1 st Benchmark Assessment Results			
380 - B	Reading	Math	Science	260 F	Reading	Math	Science
% Proficient	25%	30%	70%	% Proficient	10%	21%	56%
% Growth of all	60%	65%		% Growth of all	29%	49%	
% Growth of bottom 25%	60%	70%		% Growth of bottom 25%	34%	61%	
2 nd Benchmark Assessment Results				3 rd Benchmark Assessment Results			
	Reading	Math	Science		Reading	Math	Science
% Proficient				% Proficient			
% Growth of all				% Growth of all			
% Growth of bottom 25%				% Growth of bottom 25%			
Describe the school's progress toward plan implementation							

Schools may want to consider utilizing the monitoring document that outlines ongoing touchpoints of plan implementation as a talking point. Schools participating in the Transformation Academy should also speak to progress of Early Actions. (Time frame – ≤ 5 minutes)

Schools can create tables to illustrate the components that make up their specific accountability model (Elementary and Middle Schools/Districts and Schools with 12th Grade) as well as areas that caused the school's identification. (Time frame – ≤ 5 minutes)



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Schools should **highlight** areas of challenge that can be easily seen as they give updates to the community and Local School Board.

	Aug 2019	Sept 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	March 2020	April 2020	May 2020
School Enrollment	764	776	772	772	770					
Student ADA	97.60%	97.08%	98%	95 %	96.6%					
% of students with 2 or more absences for the month (<i>chronic absences</i>)	3	6	10	11	5					
Teacher attendance rate	97%	95%	96%	92%	94%					
# of discipline referrals	5	16	21	28	29					

Allocation of Resources: School Improvement Funding 1003 or SIG- School Improvement Grant Funding

	October 2019	December 2019	March 2020	June 2020
Total Allocation FY19				
\$145,976.00				
Remaining Balance	\$119,000.00	\$83,876.23	\$18,234.96	\$1,034.15
	February 2020	May 2020	July 2020	September 2020
Total Allocation FY20				
\$179,876.00				
Remaining Balance				

Please note that **FY19 AND FY20** funding allocation should be noted. FY20 funding will be awarded during the 19-20 school year

Please note: In March, decisions should be made around revisions regarding existing funding to ensure sufficient time is available to obligate remaining funds. **IMPORTANT NOTICE**






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Describe how the school is addressing areas of challenge presented by data above (leading/lagging indicators)?

Describe how the school is addressing sub-group performance that caused identification (TSI, ATSI).

Describe the activities of the P16 Community Engagement Council and their efforts to support school improvement.



Schools may want to briefly describe strategies, processes, and/or procedures used to address how areas of challenge presented in charts above (leading/lagging indicator data and allocation of funding) are being addressed. (Time frame – ≤ 5 minutes)



Schools may want to give a brief update on the school/district's P16 Council regarding current projects/activities and their engagement with schools that must meet this requirement. This should be addressed by schools rated below the successful level of C.

(Time frame – ≤ 2 minutes)