Utilizing a Dashboard to Manage and Monitor Success

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Outcomes

- Understand what goes into the development of a dashboard
- Know how a dashboard can support a governing board
- Identify structures to support the development of a dashboard

Agenda

1. Dashboard basics
   a. Discussion/work session/questions
2. How/why to use a dashboard
   a. Discussion/work session/questions
3. How do you structure a dashboard
   a. Discussion/work session/questions
4. How do you create and maintain a dashboard
   a. Discussion/work session/questions

What is a dashboard?

Data dashboards display key indicators of school performance in an easy-to-read format that can be used to measure progress and identify trends.

	THIS REPORT	LAST REPORT	YEAR TO DATE
Excused Absences	74	160	555
Unexcused Absences	72	92	331
Unexcused Tardies	251	419	1262
Truancy Notices		0	0
Chronically Absent Notices		0	0
Attendance Plans created			
Attendance Plans in non-compliance			

	LAST REPORT	THIS REPORT	TARGET<	TREND	YEAR TO DATE
Excused Absences	160	74	266	↓	555
Unexcused Absences	92	72	53	↓	331
Unexcused Tardies	419	251	266	↓	1262
Truancy Notices	0	0	3	=	0
Chronically Absent Notices	0	0		=	0
Attendance Plans created					
Attendance Plans in non-compliance					

Why do I want a dashboard?

1. Provide a concise and comprehensive summary of school performance, including baseline data, targets and results
2. Present data clearly and in an easily understood manner
3. Communicate the board priorities
4. See change in results and outcomes over time
5. Standardize board language and include a variety of board member expertise (finance, legal, operations)
6. Provide information to stakeholders

Types of dashboards

You can have academic, organizational and financial dashboards.

Examples of specific dashboards:

a. Student achievement data
b. Financial data
c. Enrollment and demographic data
d. Transportation data

e. Human resource data
f. School culture data
g. Food service data
h. Contract and renewal data

Sample board dashboard outline and monthly focus

Why do you want a dashboard?

Discussion/work session/questions

How can a board use a dashboard?

The board dashboard should be aligned to the role of the charter school board.

a. Develops and implements a strategic plan
b. Monitors progress towards outcomes or goals academically and operationally.
c. Establishes a School Accountability Committee (SAC) and a reporting structure to provide data and information to inform board decision making
d. Ensures completion, submission to authorizer and implementation of the assigned improvement plan type through review, approval and monitoring of outcomes
e. Accredited by the authorizer in a manner similar to the plan approved by the SBE
f. Provides required reports and plans to authorizer
g. Ensures operational viability (including student demand and enrollment)
h. Hire and evaluate school leadership

Dashboards can support these roles

A. Monitor performance
(2, 4, 5, 7, 8)

B. Increased accountability
(2, 3, 4, 8)

C. Strategic planning
(1, 2)

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How do you want to use a dashboard?

Discussion/work session/questions

Dashboard structure

You want to start with how do you define success/what you want to know

    a.   What can you measure? What do you want to measure?

    b.   What data should be routinely presented to the board?

    c.   What is most important for the board to monitor?

    d.   How do you decide what to keep and what to exclude?

    e.   What data will let you investigate the root cause of you issues?

    f.   What data comparisons do you want to make?

    g.   How can we easily display and make sense of these data?

Dashboard structure

You also want to think about how the data can and will be displayed and used.

    a.   What data will provide information and conclusions that the board can act on?

    b.   What is data that is relevant for the board vs. the school leader?

Data to consider including

1. Data related to the evaluation provided by the authorizer.
   a. If the authorizer evaluates trends, district comparisons, at-risk success, then the Board might want to monitor similar data/utilize comparable methodologies
   b. This alignment makes charter renewal or or development more transparent and predictable for the Board

Data to consider including

Mission-specific measures

    a. Consider how you evaluate (internal) and demonstrate the effectiveness (external) of your mission and vision

    b. This is important to stakeholders including their authorizer, families and community.

    c. CSI has included mission-specific measures in their accreditation framework, annual reporting and charter-decision making process

        i. Other states are starting to do comparable things and other Colorado authorizers have expressed interest in a similar process

        ii. Schools can lead/drive this work with their authorizer

Other considerations

Align dashboard to needs of the board and the yearly calendar

    a.   Topics become more relevant at different times of the year

Training for board to understand dashboard

    a.   Inclusion of a variety of measures provides an opportunity for board members to become more familiar with the included measures and to ensure that they all understand each measure and what success looks like (what is a "good" outcome for each measure)

    b.   Partner organizations or the school leader can be helpful to support this education

Sample dashboards

What data do you want to include?

Discussion/work session/questions

How do I create and maintain a dashboard?

Existing data resources

Staffing

a. Staff interest/special project
b. Accountability committee support
c. School leader

How do I create and maintain a dashboard?

Gather data

    a.   Gather all of the data available relative to each goal

    b.   Include current performance and historical data

        i.   If you aren't already collecting the data you want then that is your first step

Establishing reporting cycles

    a.   How often do you want the dashboard updated?

    b.   When is data most available?

Questions?

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