

# EXECUTIVE SUMMARY

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## EVIDENCE OF COMPLIANCE FCPS OPERATIONAL EXPECTATION MONITORING REPORT

**PERIOD COVERED: July 1, 2008 – June 30, 2009**

**Function:** Accountability and Audit

**Overall Operational Expectation:** The Superintendent will maintain a system of continuous improvement that tracks, measures, and evaluates FCPS effectiveness in realizing student achievement and business processes, including both benefits and costs, in a timely manner.

**1. Establish a multi-year program evaluation that identifies evaluation criteria and the relationship to student achievement goals. New program proposals shall include an evaluation plan that assures its evaluation within the first three years. All evaluations should recommend whether a program should be continued, modified, or discontinued based on its effectiveness and cost.**

**Indicator 1.a:** Annual list of programs identified for the evaluation process and evidence that the identification was based on criteria that include the program's relationship to School Board Student Achievement Goals.

### Highlights – Evidence of Compliance:

- [Multi-Year Plan for Program Evaluation](#) - This plan provides a longitudinal presentation of programs included in the evaluation process from SY 2007-08 through SY 2012-13, including the Student Achievement Goals each program supports and the deliverable dates for reports scheduled in SY 2007-08 and SY 2008-09.
- [Flowchart of Evaluation Processes and Products](#) - This flowchart provides a graphic version of the evaluation processes and the products that result from each process, including recommendations provided in each report.

**Indicator 1.b:** Annual completion of all scheduled reports with appropriate recommendations, as identified below:

#### Evaluation Reports

Comprehensive Evaluation

Program Development

Exploratory Evaluation

#### Possible Recommendations

Continue the program as is, continue with modifications, or discontinue the program

Resubmit to Comprehensive Evaluation or discontinue the program

Designate the program to Program Development or Comprehensive Evaluation

### Highlights – Evidence of Compliance:

- [Summary Exploratory Evaluation Report \(SEER\)](#) - The SEER provides a summary of the Program Exploratory Evaluation Reports (PEERs) completed as a result of the Exploratory Evaluation process. Four PEERs were completed for the current SEER:

- Great Beginnings (Beginning Teachers)
  - Elementary Science Kits
  - Career and Transition Services
  - Homebound/Home-based Instruction
- **Initial Program Evaluation Designs for Comprehensive Evaluations** -Three initial evaluation designs have been completed for Comprehensive Evaluations scheduled to begin in SY 2009-10:
    - [Great Beginnings \(Beginning Teachers\)](#)
    - [Elementary Science Kits](#)
    - [Career and Transition Services](#)
  - **Program Development Plan** -One program development plan has been completed:
    - [Homebound/Home-based Instruction](#)
  - [Foreign Language in the Elementary School \(FLES\) Year One Executive Report \(SY 2008-09\)](#) –
  - The Executive Report for Foreign Language in the Elementary School (FLES) is included with this Monitoring Report. Comprehensive Evaluations for Advancement Via Individual Determination (AVID), Online Campus, and Teacher Leadership Model Development (TLMD) will be completed during December 2009 and January 2010. The [FLES Box Score Report](#) - This report is provided as a one-page graphic representation of the strengths and weaknesses of the FLES program. [Quality Standard Elements and Benchmarks for Judging Program Components](#) - A set of Standard Elements and benchmarks have been developed to guide the ratings of each component.

## 2. Conduct a regular fiscal and performance audit of business functions.

**Indicator 2.a: Establishment of the Audit Committee** - Internal Audit met the indicator 2.a. on July 23, 2009, when two School Board Members, Tessie Wilson and James Raney, were reappointed to the Audit Committee with Mr. Raney serving as chair and with the establishment of the *Internal Audit Charter* ([Internal Audit Charter](#)) on 10-03-06.

**Indicator 2.b: Committee's approval of the annual audit plan** - The [FY 2010 Annual Audit Plan](#) was presented to the Leadership Team on June 23, 2009, received approval from the Audit Committee on July 23, 2009, and was approved by the School Board on July 23, 2009.

**Indicator 2.c: Quarterly status reports to the Audit Committee** - Internal Audit prepared and presented the [Quarterly Status Report](#) to the Audit Committee on July 23, 2009. The report includes a summary of the reports issued since the last report, the status of current audits, the status of the fiscal year 2009 annual audit plan, follow-up work on past audit findings, and assistance provided to others.

## 3. Provide public access to audit results.

### Indicator(s):

- Posting of audit reports on the Office of Internal Audit web site
- Notification of report availability made via FCPS public web site

**Indicators 3.a and 3.b:** The audit report is posted on the Internal Audit internet [web site](#) where it can be accessed in its entirety. On the date the report is posted on the Internal Audit web site, an announcement is made on the FCPS public web site under "New Today," indicating report availability and a brief statement regarding the audit coverage.