**Shelby County Board of Education**

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**0028**

**Issued Date: 02/23/16**

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# DATA DASHBOARD

## I. PURPOSE

To create a data dashboard for Shelby County Schools in order to establish clear district performance targets to ensure that all students graduate college-ready and/or career-ready; that the district operates effectively and efficiently; and that the activities of the Board support its core beliefs and commitments and Theory of Action for Change. The data dashboard is used for: 1) governance by the Board and administration to monitor and sustain key indicators of district performance; 2) management by the administration to manage the school district; and 3) communication of the district's performance to the public.

## II. SCOPE

This policy applies to the Shelby County Board of Education, Superintendent and employees.

## III. DEFINITIONS

**Data Dashboard**

A data dashboard consists of a limited number of carefully selected indicators for which data are gathered and analyzed by district staff, under the direction of the superintendent, and presented on a regular basis to the Board and the public. A well-designed data dashboard:

- Provides a concise but comprehensive summary of district performance
- Presents data clearly and in an easily understood manner
- Communicates the Board's priorities to the community

- Contains regularly updated information based on regular business systems review reports and business systems review conferences

**Theory of Action for Change**

"In the school reform context, a theory of change is a set of beliefs that encompasses how children learn, what drives the behavior of adults, the conditions that create organizational excellence, and the interplay between American democracy and democratic institutions. A theory of action is a set of beliefs, given the board's theory of change, about what board actions will lead to the fulfillment of the board's commitments."[1(cross reference)]

## IV. POLICY STATEMENT

The Board recognizes that district performance is tracked in many ways throughout the year.  A data dashboard, however, will enable the Board and the public at large to monitor key indicators of system performance, including student achievement, finance, operations, and stakeholder satisfaction.  The Board believes these data are essential in order for Shelby County Schools (SCS) to attain and maintain excellence in all areas.  The indicators will enable the Board to see, at a glance, whether current improvement efforts are on track and position the Board to respond appropriately when issues arise.  Furthermore, the indicators will enable the district to effectively and clearly communicate its priorities and progress to the public.

The SCS Data Dashboard is aligned with our district's management oversight policy (*see 0027 Board Governance – Business Systems Review*).[1, 2(cross reference)] A data dashboard will enable the Board to effectively fulfill its responsibilities for overseeing the management of SCS.  Furthermore, the data dashboard will provide the public with the information needed to understand the district's priorities and ensure that public funds are being spent prudently.

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[1] To ensure appropriate implementation and accountability in performing its' governance function as it pertains to the data dashboard, the Board will participate in annual Board governance training in adherence with applicable state law, board policy and generally accepted school board governance *doctrines/precepts.*[3,4 (Cross Reference)]

## Annual Targets

The Superintendent is responsible for providing a set of annual targets for review by the Board no later than seven days prior to the scheduled Board Superintendent Evaluation Committee meeting on the Superintendent's Evaluation Tool.  The annual targets shall be approved by August 31st or as soon as the information is available.

Annual targets shall be proposed and approved each year and shall include (but not be limited to) the areas below.

1. Student Achievement
2. Finance
3. Operations
   - Contracts, Purchasing, and Procurement
   - Communications
   - Transportation
   - Real Estate, Construction and Facilities Management (including capital improvements)
   - Human Resources
   - School Health Services (inclusive of Nutrition Services, Exceptional Children and Health Services, Wellness, and Health Clinics)
   - Stakeholder Satisfaction


Appropriate comparative data for the areas above or areas otherwise identified will be provided where available.

*Annual targets for Student Achievement could include:*

1. *Percentage of students scoring proficient and advanced.*
2. *Percentage of students who graduate from high school on time.*
3. *Percentage of high school students passing End of Course Examinations.*
4. *Percentage of high school graduates achieving at least one score of 3 or better on an Advanced Placement examination.*
5. *Percentage of students deemed "college ready" per ACT standards.*
6. *Increase in district-wide ACT composite and subtest scores.*
7. *Percentage of schools within each state accountability category.*
8. *Percentage of schools meeting state accountability targets.*

*Annual targets for Finance could include:*

1. *Annual performance budget.*
2. *Maintenance of fund balance at board-approved target.*
3. *Unqualified external audit.*


*Annual targets for Stakeholder Satisfaction could include:*

1. *Percentage of stakeholders satisfied with their school services.*
2. *Percentage of stakeholders satisfied with central administration services.*


## Data Dashboard Reporting

The Superintendent shall provide the Board with an update of the outcomes related to the data dashboard. The updates shall be reported on available dashboard data on a quarterly basis during the February, May and November Board Work Sessions and made available to the public. Updates shall include performance trends when available. The annual report for the preceding school year shall be made by August 31st or as soon as all data relevant to the dashboard is available.


## V.    RESPONSIBILITY

A.   The Superintendent is responsible for gathering and analyzing data to be presented to the Board.

B.   The Superintendent is responsible for updating and disseminating the Data Dashboard throughout the school district and Memphis/Shelby County community.

C.   The Board is responsible for ensuring the Data Dashboard is reviewed regularly and is widely disseminated throughout the school district and Memphis/Shelby County community.


Legal References

Cross References
1. Donald R. McAdams, *What School Boards Can Do – Reform Governance for Urban Schools, p. 33 (2006)*

2. 0027 Board Governance – Business Systems Review
3. *Responsibilities of Local School Boards, Beliefs and Policies*, Article II, Section 1, National School Board Association
4. *Mission and Goals*, Tennessee School Board Association