

NJQSAC District Performance Review - School Year 2016-17

Governance		Roxbury Township			
Indicator	Documentation	Point Value	District Score Yes or N/A = 1 No = 0	County Score Yes or N/A = 1 No = 0	Comments
1. At least annually, and more frequently if required by changes in law or statute, the district board of education or advisory board reviews, updated and, by resolution, adopts policies, procedures and by-laws reflective of current statutory authority (<i>N.J.S.A. 18A:11-1</i>).	Mandatory policies, non-mandatory policies, adopting resolution for each policy, district procedures manual, Board agendas	8	1	0	Policies are regularly reviewed during various committee meetings. Updated policy revisions are approved at BOE meetings and discussed during Cabinet meetings.
2. The board of education has a policy and a contract with the Chief School Administrator (CSA) to annually evaluate the CSA based on the adoption of goals and performance measures, which reflect that highest priority is given to student achievement and attention to subgroup achievement. The board annually reviews and revises, as necessary, the evaluative instrument based on district goals and objectives. In the event that the certificate of the CSA is revoked, the contract is null and void as of the date of the revocation (<i>N.J.S.A. 18A:17-15</i> and <i>N.J.A.C. 18A:17-20.3</i>).	Board policy Evaluation instrument Adopted goals Board minutes School district newsletters	7	1	0	During the BOE retreat in July, district goals are created with a follow-up at the Administrative retreat in August where goals are shared and PDP plans and building goals/objectives are created to support the goals. In addition, the superintendent merit goals tie directly to district goals.

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3. The district's budgeting process and its allocation of resources are aligned with instructional priorities and student needs to provide for a thorough and efficient (T&E) education (<i>N.J.A.C. 6A:16-8.1</i>).					
a. The district has developed written policies and procedures for the budget and financial planning process that ensure the process is integrated and aligned with district priorities and planning objectives based on statewide assessments and applicable strategic plans such as school improvement plans, curriculum plans, a textbook replacement plan, a long-range facilities plan and maintenance plans.	Board minutes/agendas and minutes from goal setting meetings, QSAC District Improvement Plans, strategic plans, NCLB needs assessment, curriculum plans, Professional Development Plans, CAPA plan(s), if applicable, Long Range Facilities Plan, Maintenance Plan, textbook replacement plan	6	1	0	Our district has faced some difficulties with turnover in the business department. The most current Interim and our current permanent Business Administrator has helped put us on the right path. All mentioned items are in place. The Long Range Facilities plan is currently being modified.

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b. The district annually aligns fiscal goals and budget objectives to ensure that instructional resources are sufficient to address the needs of students and student subgroup performance as measured under NCLB. The district develops curricula and ensures professional development for all staff.	Budget calendar, budget supporting document, other budget support/tools updated annually, description of how the district's planning and budgeting processes link	6	1	0	Budget parameters are provided at Cabinet meetings with building budget meetings scheduled for December.
c. The board's adopted budget includes sufficient resources to address all board-approved corrective measures, as applicable, in response to annual audits and other programmatic and fiscal monitoring reports.	Advertisements and notice(s) for budget hearing Minutes of budget hearing	6	1	0	Correct. Communication of the budget occurs at finance committee meetings and public hearings.

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4. The board has reviewed all audit recommendations and, if required, approved and submitted an acceptable corrective action plan for any audit finding and recommendation, or other compliance-related report according to N.J.S.A. 18A:23-5 and N.J.A.C.6A:23A-4.3 (e.g. Title I audits, special education monitoring reports).	Annual Audit and recommendations	7	1	0	The audit report is reviewed by the superintendent and business administrator. It is then shared at a finance committee meeting in November. At the December 5th BOE meeting, the auditor presents the report to the BOE and community.

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<p>Directions for indicator 5a through 5k: Each district may only receive credit for one indicator depending on the number of "yes and/or "N/A" responses on the Governance section of the Statement of Assurance document. The maximum number of points that a district may receive for indicator 10 is 10.</p>					
<p>5. The Board has annually approved, by resolution, the district Statement of Assurance document as reflected in the minutes.</p>					
a. Compliance with 10 items	Statement of Assurance	10	1	0	As per SOA
b. Compliance with 9 items	Statement of Assurance	9	0	0	
c. Compliance with 8 items	Statement of Assurance	8	0	0	
d. Compliance with 7 items	Statement of Assurance	7	0	0	
e. Compliance with 6 items	Statement of Assurance	6	0	0	
f. Compliance with 5 items	Statement of Assurance	5	0	0	
g. Compliance with 4 items	Statement of Assurance	4	0	0	
h. Compliance with 3 items	Statement of Assurance	3	0	0	
i. Compliance with 2 items	Statement of Assurance	2	0	0	

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j. Compliance with 1 item	Statement of Assurance	1	0	0	
k. Compliance with 0 items	Statement of Assurance	0	0	0	
Subtotal - #5			10	0	
Governance Total		50	50	0	