

MANAGEMENT REVIEWS

WASA Management Reviews

Evaluating the efficiency, effectiveness, safety, security, and economy of school districts.

EXPERT PRACTITIONERS

Review teams of recognized, expert practitioners are assembled in consultation with school district administration. The size of the team varies with the size of school district involved and the scope of the study. A typical team involves a lead facilitator and four to eight team members.

WASA MANAGEMENT REVIEWS MAKE SENSE!

- They can help new superintendents gain a thorough, objective picture of the school district.
- They are a valuable asset when school districts wish to undertake strategic or long-range planning.
- They are useful when a district is emerging from a period of new programs or other changes and an accurate picture of the current status is needed.
- Administrative experts provide objective views based on years of training and experience. The combination of several outside authorities provides a synergistic effect in examining the district and presenting recommendations for improvements.
- Challenging views and recommended directions for a school district can be expressed with objectivity. The ultimate objective of the review is to assist the district with efficiency and strengthened classroom performance.
- Focused reviews cover specialized programs or needs (e.g., central office staffing, special services, business services, transportation).

Methodology

In general, the team will:

- Examine pertinent programs, policies, procedures, and documents.
- Interview appropriate individuals from the school district, building, and community settings.
- Identify major issues and problems.
- Provide recommendations for improved efficiency and effectiveness.
- Report the findings in a way that assists the district with planning and implementation.

Benefits

- An independent analysis of all major district functions.
- An objective evaluation of the effectiveness of various offices, departments, and programs.
- New ideas and innovative methods for performing key operations.
- Identified savings that can be achieved.
- Comparative analyses for the district as to how it measures against standards applicable in the field.
- A picture of the effectiveness of administrative and internal controls.
- A practical, utilitarian view of how well school district management supports schools and the instructional program.
- An accurate analysis of the district's legal compliance with major requirements.
- A thorough analysis of governance functions with recommendations for improvement.

Modules Analyzed in Management Reviews

ADMINISTRATIVE SERVICES

Personnel/Employee Relations
Planning and Evaluation
Communications
Governance

BUSINESS AND OPERATIONS

Accounting
Payroll
Budgeting
Cash Management
Technology
Auditing
Risk Management
Maintenance
Food Service
Transportation
Facilities Planning

TEACHING AND LEARNING

Instruction and Assessment
Special Programs
Student Services

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Four Procedural Phases

PREPARATION

Planning is the initial step of a review. A plan is developed in concert with school district administration that includes the specific goals and objectives sought. A team is selected and an orientation for the team members provided. A meeting is held with key school district personnel to provide accurate input for the team and an introduction to what the review will involve for district employees.

ANALYSIS

The analysis phase involves the on-site activity by the review team. Information is collected in the form of relevant school district policies, reports, documents, etc. In addition, interviews are conducted with administrators, staff members, board members, students, and citizens. Where possible, there are observations of actual activities within the school system.

EVALUATION

An evaluation of the documentation, interviews, observations, and other information takes place next. This involves the members of the team in collective discussion and independent writing. The review is captured in a report that provides a comprehensive description of district functions with specific findings and recommendations.

REPORTING

The final report is presented personally to the superintendent and board of directors if desired. Recommendations for improvement are clearly explained and the report in its entirety provides a springboard for planning and positive direction for the school system. Each report is prepared in such a way that the positive strengths of the school district are an integral part of the overall picture.

Contact us today to learn more about how WASA can serve your district needs.

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The WASA Management Review process has been refined through the completion of over 130 reviews in several states and at the college and ESD levels. The overall objective of a review is to provide expert assessment of all aspects of school district management—the results are designed to be both an in-depth analysis of what is and a blueprint for what can be.