



Operations Division Report December 4, 2021

Great work is happening throughout the Operations Division. This report is meant to highlight several of the functional areas with updates for the Board of Directors:

The entire Division is focused on the CCS school wide WIG: *"By focusing on scholar engagement, 100% of eligible scholars will graduate by the end of 2021-2022 academic school year.* Each department within the Division is contributing to this in their own way.

- The Community Providers team has been focusing on tracking scholar Educational Support Funds spend, ensuring all scholars are in compliance with the CCS policy that a minimum of 25% of these funds be spent on core curriculum. We are excited to share that all three charters are exceeding this requirement!
 - CCS of Yolo and Los Angeles scholars spent an average of 38% of their Educational Support Funds on core materials/services.
 - CCS of San Diego scholars spent an average of 37% of their funds on core materials/services.
- The IT department has been concentrating on creating more efficient ways to share valuable data with the staff in real time. To date, they have developed and released two dashboards which are making a tremendous impact. The first is the Registration Dashboards which provides visibility into the scholar's registration and/or enrollment process at CCS. We can also see our special program enrollment populations as well as grade level. This Dashboard provides information in real-time as well as what is in the pipeline. This information is used to ensure CCS is staffed properly and also provides insight on areas of opportunity for enrollment. The second dashboard is the Engagement Dashboard. This provides data related to the new AB 130 and 167 legislation referencing engagement and participation. It covers live interaction and synchronous instruction across the charters, programs and grade levels by Supervising Teacher. Currently, we are in the process of refining the views and adding more filtering to accommodate the reporting we are looking for to help determine where scholars are needing additional support.
- The Finance team is currently focused on two key areas. First, is the tracking of all restricted funds. This year has seen an unprecedented amount of funds being allocated to schools, we are extremely mindful of the various rules and regulations for spending these funds and now meet twice a month with CSMC, our back office provider, to review the spending and reporting requirements. Our second area of focus is in building partnerships with all department leaders as it relates to their own spending for professional development. Melissa Alcaraz, the Finance Coordinator, meets monthly with each department head to review the spending and discuss planned spending for the school year. This will allow us to

ensure these allocated funds are being used as budgeted and also provides an opportunity for additional transparency related to spending.

- The Operations team is made up of several teams including Attendance, Compliance, Registration, McKinney-Vento, Outreach and Operations Specialists. The department works daily on ensure all CCS scholars are well served. Some areas of note are:

- For the 21/22 school year, the Operations team has worked diligently and mindfully to develop their contribution to the school wide WIG. As a team, they set goals centered on data integrity in the areas of attendance, compliance, enrollment, records, and McKinney-Vento. They have developed an internal auditing system that aligns all of the areas of operations and encompasses accurate attendance reporting, tracking high school cohort data, scholar demographics, incoming high school scholar surveys, high school special populations identification and needs, and improved transcript processes.
- Our new McKinney-Vento Liaison, Karla Gonzalez has quickly become the expert on all things McKinney-Vento, all while building relationships with our families. On November 18th, Karla and Danielle Gamez delivered over 200 backpacks to the OCLC community and to McKinney-Vento families in National City. During this time Karla was able to meet and connect with scholars in person. During the visit one young man brought his siblings to meet us but was apprehensive to take a backpack. He said he was a proud Compass graduate and was there to make sure his siblings got what they needed. It was very touching and of course we made him take a backpack too!
- Compliance: Vanessa Plascencia has done an exemplary job showcasing our TEAMWORK core value. She has lead a data team consisting of members from SPED, Staff Support, McKinney-Vento, and Operations Specialists for our very critical *FALL 1 reporting efforts. Thanks to the hard work and collaboration of everyone on this team, Compass is far ahead of schedule, data is aligned, and we are ready for submission!
 - (*Fall 1 is a CALPADS submission that includes data to be used by the CDE to create reports on student enrollment counts, previous-year graduates and drop outs, English language acquisition status, immigrant counts, and free/reduced-price meal eligibility).

A lot of great work is taking place, thanks to our dedicated staff, to continue to improve the educational experience we provide our scholars. My thanks to our team for everything they do each and every day.

Respectfully Submitted,



Lisa Fishman, CBO
Chief Operations Officer