**Frequently Asked Questions about Targeted Site Visits (TSVs) and Monitoring Site Visits (MSVs)**

As part of their participation in the Targeted Assistance Grant, most schools will receive either a Targeted Site Visit (TSV) or a Monitoring Site Visit (MSV) from an external provider during the course of SY 2019-20. *Schools that are eligible for Targeted Assistance Grant (TAG) funding solely on the basis of low performing student subgroups will not receive a TSV or MSV.*

***What is the purpose of the TSV/MSVs?***  The TSVs and MSVs provide schools with objective information on the extent to which key [Turnaround Practices](http://www.doe.mass.edu/turnaround/howitworks/turnaround-practices-508.pdf) are being implemented in their schools. More information on the MSV and TSV process can be found on DESE’s [website](http://www.doe.mass.edu/turnaround/howitworks/monitoring.html).

* Schools developing sustainable improvement plans will find the site visit reports to be a valuable source of additional information that they can incorporate into their self-assessments and root cause analyses.
* Schools applying for implementation grants can use the information provided in the TSV/MSV reports to take stock of progress they are making in implementing turnaround practices and can compare their progress over multiple years.
* DESE’s Statewide System of Support uses site visit reports to plan supports for schools, assess aggregate progress across all TSV/MSV schools, and inform DESE’s research, practices, and policies for sustainable school improvement.

***What is the difference between the Monitoring Site Visit and the Targeted Site Visit?***

The MSV is a more comprehensive 2-day visit that involves on-site interviews and focus groups, classroom observations, and a teacher survey conducted prior to the site visit. All MSVs are conducted by the American Institutes for Research (AIR).

The TSV involves a briefer 1 – 1.5 day site visit. Schools have a choice of two state-approved vendors (AIR and SchoolWorks), which offer slightly different approaches to conducting the site visit.

DESE, AIR, and SchoolWorks work closely to ensure that the MSVs and TSVs are strongly aligned with one another and consistently provide high quality, useful feedback to districts and schools.

***How do we know whether a school is getting a Targeted Site Visit or a Monitoring Site Visit?***

* The vast majority of schools receiving sustainable improvement grants will receive a *Targeted Site Visit,* regardless of whether they are engaged in the planning phase or implementation phase;
* Schools that have received a School Redesign Grant (SRG) will receive the more comprehensive *Monitoring Site Visit*.
* State-designated underperforming schools will receive a comprehensive *Monitoring Site Visit*.

***Do we pay for the site visits out of our grant funds?***

No. DESE will pay the vendors directly with Title I or state targeted assistance grant funds.

***When do the site visits take place?***

Districts and schools will work directly with AIR and SchoolWorks to schedule their site visits for a time that is convenient for them.

* We strongly recommend that schools receiving planning grants and schools schedule their site visits by January 2020. It typically takes 30 days after the site visit takes place before schools receive their final site visit reports. Districts and schools will want sufficient time to process the information and utilize it in their planning process.
* Schools in the implementation phase may want to schedule their site visits for late winter/early spring, especially if they had an MSV/TSV in 2018-19, so that they can use the data to reflect upon progress they made during 2019-2020 and make adjustments to their existing sustainable improvement plans.

**Do we need to let DESE know which vendor we select to conduct the TSV?**

**YES!** We need to know how many site visits AIR and SchoolWorks will be conducting as soon as possible so that we can set up contracts with them and make certain they are sufficiently staffed to meet your needs.

We are eager to get this information from you before you submit your grant application in EdGrants – so as soon as you decide upon a vendor, please send an e-mail to your Co-Regional Director AND cc the Statewide System of Support mailbox (i.e., [SSoS1@doe.mass.edu](mailto:SSoS1@doe.mass.edu)) letting us know which you have selected. Please include ***TSV Vendor Selection*** in the subject line.

**Who do I contact at DESE for more information on the MSV or TSV process?**

You can email Erica Champagne, Director of the Office of Effective Practices in Turnaround, at [echampagne@doe.mass.edu](mailto:echampagne@doe.mass.edu).