ODISHA SCHOOL MONITORING APPLICATION

1. Introduction

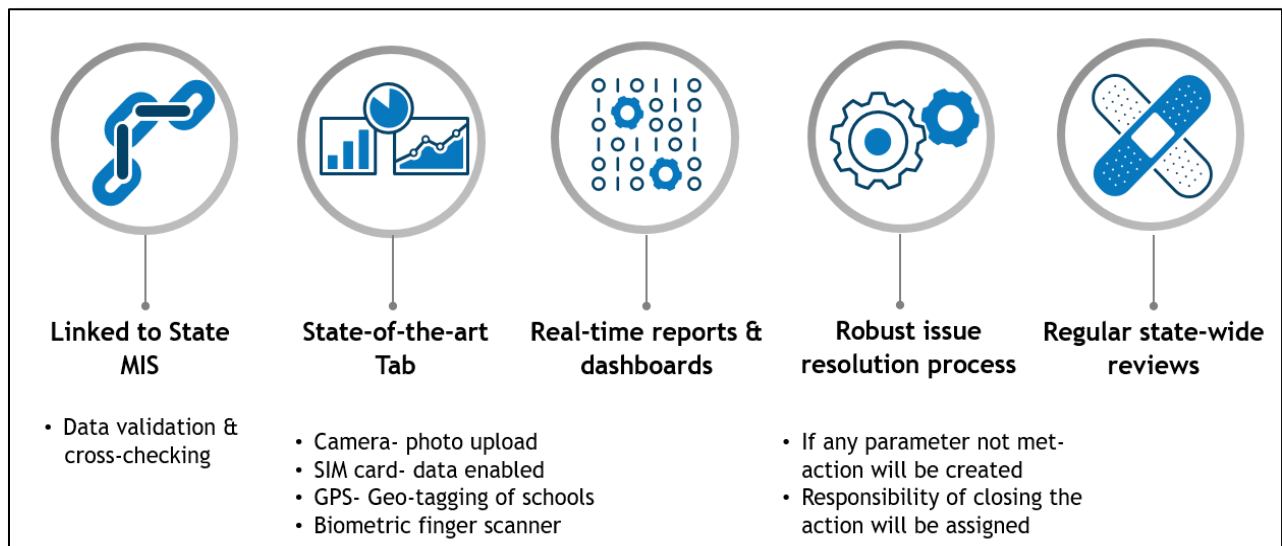A new school monitoring application has been launched across the state by the Department of School & Mass Education to achieve three key objectives:

Monitor: Monitor schools based on a defined set of parameters in order to drive overall school improvement

Solve: Resolve issues identified during monitoring to ensure that critical factors that result in learning outcome improvements are addressed in a timely manner by the relevant stakeholders e.g. CRCCs, HMs/ Teachers, BEOs etc.

Review: Regular reviews at State, District and Block level to ensure that the above two objectives are being met and solve at scale for common issues across schools and districts.

Odisha School Monitoring Application has 5 key features to achieve these objectives:

Linked to State MIS	State-of-the-art Tab	Real-time reports & dashboards	Robust issue resolution process	Regular state-wide reviews
• Data validation & cross-checking	• Camera- photo upload • SIM card- data enabled • GPS- Geo-tagging of schools • Biometric finger scanner		• If any parameter not met- action will be created • Responsibility of closing the action will be assigned	

2. Monitoring Officers – Roles and Responsibilities

School monitoring has continuing at three levels. This is to enable accuracy and transparency in reporting and to ensure that the worse-off schools are visited regularly by senior officers.

Officer Category	Responsibilities	No. of visits	
		Phase 1 26 June to 31 July	Phase 2 01 August onwards
CRCC	1. Conduct the survey 2. Discuss identified issues with HMs and Teachers, mentor and support 3. Ensure timely resolution of all issues at the school point	2 schools/day	18 schools/ month
Block Officers	1. Conduct the survey 2. Oversee CRCCs performance 3. Conduct regular discussions with HMs of schools that are performing poorly 4. Ensure timely resolution of issues	84 schools	55 schools/ month
District Officers	1. Conduct the survey for critical schools (as allocated) 2. Oversee block officer and CRCC performance 3. Ensure timely resolution of issues and manage escalations 4. Provide support across the district for typical issues faced in schools e.g. ensure Pedagogy Coordinator is working with schools on remediation implementation	150 schools	100 schools/ month

Each officer has been allocated a fixed set of schools to visit and inspect during each month. For District and block officers, the allocated schools will comprise of critical schools identified centrally as those requiring greater attention.

The following table provides a further breakdown of number of inspections expected per month based on Officer Category.

Category	Designation	# of inspections expected per month
District	DEO	10
	DPC	10
	ADEO	10
	Pedagogy Coordinator	10
	Planning Coordinator	10
	Gender Coordinator	10
	Tribal Coordinator	10
	IE Coordinator	10
	Sr. TC	10
	Programmer	10
Block	BEO	10
	ABEO (3/4)	15 each
CRCC	CRCC	18*

*CRCCs will be covering 2 schools/ day during Phase 1

In the event that a block or district officer is not able to complete their expected inspections for some exceptional reason, another officer can cover up for them so the block or district is compliant, however individual officers will still be tracked on their completion rate.

3. Key Elements of the App

The monitoring app has 5 key elements:

a. **Survey**: 6 segments covering all aspects of school, aimed at overall school improvement.

Survey Section	# of questions
PHASE 1 : (till 31st July)	
Remediation	16

PHASE 2 : (From 1st August to End of Session)	
Academics	6
School Operations	4
Infrastructure	7
Attendance	2
Assessments	To be added in subsequent versions of the app

All questions of the survey are compulsory.

b. **Action items:** System to identify issues at school, and ensure timely resolution and escalation

The following escalation matrix will be followed on non-resolution of issues

Assignment:	1st Escalation:	2nd Escalation:	3rd Escalation:
CRCC	BEO	DPC	SPD
BEO	DEO	SPD	PS

c. **School report card:** This will show school score for the current visit after the completion of the survey. Officers will have to discuss this with the HM and provide necessary guidance and support

Overall score	80%
Section-wise score	80%
Remediation	90%
Assessments	70%

(Please select students such that they belong to different grades)

d. **Spot assessments:** Spot assessments to be conducted to ensure teachers are filling the student tracker correctly and identify improvement areas for the State. On every visit, any two students are to be assessed.

e. Alerts*: In application notification for officers, to provide prompt information on survey and action item assignment

Receiving officer	Type of alert	Content of alert	Time of alert
All monitoring officers	SMS In app alert	Fresh survey allocation	Day of assignment
All monitoring officers	SMS In app alert	Summary of assigned, resolved, pending actions (with pending for how long: 1 week, 1-2 weeks, >2 weeks delay)	Weekly
All monitoring officers	SMS In app alert	Please sync your device	Day of assignment of new surveys
Escalating officer	SMS In app alert	Escalation of action summary- escalations assigned	Weekly
All reviewers	SMS In app alert	Dashboard/reports uploaded/available	Weekly

4. Process flow of School Monitoring Application:

OSEPA Monitoring Cell received all allocation related issues as well as Scorecard related issues from district level like; Merged or Closed schools, Cluster Modification, Block Modification etc through an online ticket system Google form i.e. **http://bit.ly/SMAScorecardIssues** along with upload or attach supporting letters through this form on or before 20th of every month. Compile all required changes to OSMA School Master after verify from extended MIS. After make relevant changes, it has send the revised Master to STL by 23rd of every month. Update question bank (If there is any changes / modification have to make in some questions as per instruction of Authorities). Update Officer allocation management, Prepare Officer wise school group management, Prepare Officer wise school group to survey mapping. Publish Officer, school group & survey wise allocation from 24th to one day before or end day of the month. Prepare question setup for Spot Assessment and Publish Spot Assessment allocation in last two days of every month.

5. Contact: Email id sathcellodisha@gmail.com

OSEPA Helpline (toll free number): **18005728585**

Training at SPO, OSEPA

Training at District Level.

Sonepur

Bargarh

Ganjam

Sundergarh

School Visit

Labdera UPS, Sambalpur

Badua Primary School, Ganjam

Majhiguda NPS, Nabarangpur

Majhiguda NPS, Nabarangpur

Kodabhatta PS, Kosagumuda

Jhatiarpara UPS, Raighar

Govt. UPS, Kusumbandhaguda, Dabugam

Budhadani UPS, Phulbani

Bijali PS, Daringibadi