



DALHART INDEPENDENT SCHOOL DISTRICT (ISD)

SCHOOL PERFORMANCE REVIEW SUMMARY

OVERVIEW



LOCATION: DALLAM & HARTLEY COUNTIES

Dalhart Independent School District (ISD) is located in Dallam and Hartley Counties, in the Panhandle.

CAMPUSES: 5

The district has five instructional campuses, including Dalhart High School, Dalhart Junior High School, Dalhart Intermediate School, Dalhart Elementary School, and the XIT Secondary School, which is the district’s alternative campus.

ENROLLMENT: 1,767

During school year 2015-16, enrollment totaled 1,767 students. The student population was 55.0% Hispanic, 41.6% White, 1.3% two or more races, 1.1% African American, 0.7% Asian, and 0.3% American Indian. Approximately 55.3% of students were considered economically disadvantaged (state average being 59.0%), 9.5% were designated as English Language Learners (state average being 18.5%), and 35.4% were identified as at-risk (state average being 50.1%).

RECOMMENDATIONS

BOARD MANAGEMENT

- Develop and update all board policies and associated procedures on a **five-year cycle**.
- Ensure the board receives all **required trainings** and board members follow proper protocol.
- Improve development and communication of board meeting agendas, distribution of board packets, scheduled public participation, and **accuracy and completeness of minutes**.
- Develop a **yearly board calendar** with essential deadlines for board action, and conduct an annual board self-assessment.
- Design and implement a **comprehensive planning process**.





RECOMMENDATIONS

ROLES AND RESPONSIBILITIES

- Define key human resources (HR) leadership roles and develop an **HR procedures manual**.
- Train leadership positions on their primary responsibilities, and ensure principals **report directly to the superintendent**.
- Review the roles and responsibilities of each staff in the Business Department and **segregate their duties to deter fraud**, theft, and financial impropriety.
- Develop a formal process to **manage district facilities**.
- Assign safety and security responsibilities to the district chief of police, and form a district **safety and security committee** to address outstanding concerns.



PROCESSES AND PROCEDURES

- Develop a **transportation procedure manual** to address all school transportation operations.
- Develop written procedures for each **operation of the Business Department**.
- Develop a **contract management process** to identify all district contracts, centrally capture and monitor contract requirements, and evaluate vendor performance.
- Provide **financial oversight of the food service** management company.
- **Adopt cleanliness standards** and modify the custodial contract's performance management process.
- Continuously **monitor the curriculum management system** at all campuses.



ASSET MANAGEMENT AND SECURITY

- Develop an **inventory process** for all fixed assets.
- Improve **physical security at the data center** and protocols for data loss prevention.
- Improve visitor management controls, **secure access to campuses**, and make effective use of video surveillance.
- Implement a **vehicle inspection and repair program** in accordance with industry standards.

