



COMMONWEALTH of VIRGINIA
Department of Education

September 18, 2015

TO: Division Superintendents

FROM: Steven R. Staples, Superintendent of Public Instruction

SUBJECT: School Efficiency Review Program – Matrix of Best Practices and Common Recommendations

The School Efficiency Review program, managed by the Virginia Department of Planning and Budget (DPB), is designed to identify ways that school divisions can realize cost savings in non-instructional areas so that resources can be redirected to classroom activities. Over 40 school divisions have undergone efficiency reviews through the program since 2004. Past review reports are available at http://www.doe.virginia.gov/school_finance/efficiency_reviews/index.shtml. The DPB Web site on the program is available at <http://www.dpb.virginia.gov/school/index.cfm>.

As directed by the 2015 General Assembly, the Department of Planning and Budget has developed a matrix of best practices and common recommendations from past school efficiency reviews that school divisions may replicate for self-directed improvements toward better financial management and use of school division resources. The matrix is located on the [DPB Web site](#). Please review this information and evaluate whether the identified best practices and past recommendations may help your school division direct more resources to the classroom.

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