

Policies

Newport Public Schools

No. 6330

Instruction – School Improvement Team

I. Purpose

In accordance with the Rhode Island Education Accountability Act, as amended,¹ the Newport Public School Committee adopts this School Improvement Team Policy to establish a School Improvement Team (SIT) for each school in the District.

II. Philosophy

The Newport Public School Committee believes that each school is a key unit for educational improvement and change and that successful school improvement is best accomplished through a school-based decision-making process.

Involving a representative group of stakeholders in the decision-making process strengthens the commitment to those decisions by those most affected by their implementation.

School Improvement Teams may act as important advisors to Principals and the Superintendent in specific areas of educational policy.

III. Policy

Principals are the educational administrators and managers of their schools and shall supervise the operation and management of their schools and school property, subject to the supervision and direction of the Superintendent². Site based decisions must be aligned with the district budget, policies, curriculum, and long-term and short-term goals adopted by the School Committee and under the direction of the Superintendent of Schools.

The principal of each school, in consultation with the school improvement team established pursuant to RIGL 16-53.1-2, shall, on an annual basis, develop and submit to the district superintendent a plan for improving student performance. The School Improvement Team will establish a regular meeting schedule to meet during the school year.

¹ R.I. Gen. Laws § 16-53.1-1 *et seq.*

² 16-2-11.1. General powers and duties of school principals.

Composition of School Improvement Teams

Each School Improvement Team shall be composed of the Principal and an appropriately balanced number of teachers, education support employees, students, parents, and other business and community members who are representative of the ethnic, racial, and economic community served by the school.

Members representing teachers, and parents shall be selected by peer groups at the school in a fair and equitable manner, as determined by the Principal.

Members representing educational support employees shall be selected by the Principal or peer groups at the school in a fair and equitable manner, at the discretion of the Principal. If a team member misses two meetings or more, the Principal has the right to replace the member.

The Superintendent/School Committee shall review the membership composition of each School Improvement Team. Should the Superintendent/School Committee determine that the membership elected by the school does not represent the ethnic, racial, and economic community served by the school, the Superintendent/School Committee shall appoint additional members to achieve proper representation.

Duties of the School Improvement Team

The School Improvement Team shall:

1. Assist the Principal in the adoption of educational goals for the school that are consistent with state and local policies/standards and federal/state law.
2. Assist the Principal in the identification of the educational needs of the students attending the school.
3. Make recommendations to the Principal for the development, implementation, and assessment of a curriculum accommodation plan.
4. Assist the Principal in the review of the annual school budget³.
5. Assist the Principal in the formulation of an annual school improvement plan to improve student performance.⁴
6. Title 16-12-11.1 General Powers and Duties of School Principals directs Principals to consult with SIT teams during the hiring process.
7. Each school Improvement Plan in a school with English Language Learners shall include an Action Plan that identifies measurable goals for ELL instruction and support services, and for the relevant ELL professional development to be provided for the SIT members, as well as to all teachers in the school who teach English Language Learners. The LEA shall include input from the parents of English Language Learners in the development of the Action Plan in conformance with state regulation.

³ R.I. Gen. Laws§ 16-53.1-3

⁴/d.

School Improvement Plan

The School Improvement Plan may be implemented after review and approval by the Superintendent which may include consultation with the School Committee.

1. The School Improvement Plan shall:
 - a. Include, but not be limited to, the same components required for the District Strategic Plan; and
 - b. Conform to Rhode Island Department of Education and District specifications to ensure that such School Improvement Plans meet state/federal laws and regulations.
2. The Principal's submission of the plan shall be in compliance with a plan development and review schedule as established by the Superintendent.

District School Improvement Team

The School Committee/Superintendent may establish a District School Improvement Team/District Strategic Planning Committee which represents the district and composed of teachers, students, parents, and other citizens; or a District School Improvement Team/District Strategic Planning Committee which may be comprised of representatives of each School Improvement Team.

Decision Making

To conduct business, a quorum which consists of greater than 50% of its members must be present. Decisions are affirmed by a simple majority vote of the members present. Roberts Rules of Order will otherwise govern the meetings.

PROCEDURES FOR THE ELECTION AND APPOINTMENT OF SCHOOL BASED IMPROVEMENT TEAM MEMBERS

Membership for each school-based School Improvement Team shall be appropriately balanced with teachers, education support employees, students, parents, and community members and shall include:⁵

1. School Principal for school-based teams.
2. Parents and/or guardians of students, teachers, educational support employees, students and other business and community members shall be selected by the Principal.
3. There shall be an appropriate balance of parents/ guardians and professional personnel on the School Improvement Team.
4. Content Leaders/Department Heads at the middle and high school levels: at least one Content Leader/Department Head from the humanities subject areas and one from the science, technology, engineering or math subject areas.
5. At least one parent representative of ELL students from each of the language groups with more than twenty (20) students in the school.
6. Other business and community members selected by the Principal and drawn from such groups or entities as municipal government, business and labor organizations, institutions of higher education, human services agencies, community groups, or other interested groups, who are representative of the ethnic, racial and economic community served by the school.
7. Should the School Committee/Superintendent determine that the membership elected by the school is not representative of the ethnic, racial, and economic community served by the school, the School Committee/ Superintendent shall appoint additional members to achieve proper representation.
8. For schools containing grades nine through twelve, students shall elect peer members to the School Improvement Team.

⁵ R.I. Gen. Laws§ 16-53.1-2.

Term Length

Members shall serve a three-year term. Vacancies will be filled by election or appointment by the Principal as required by this policy. Members of School Improvement Teams may be re-elected or reappointed for more than one term.

Staggered Terms

Staggered terms for School Improvement Team members will create continuity and expanded community access. Therefore, one third of each membership category is elected for terms of one, two, and three years in the initial year of the School Improvement Team. These members can be re-elected for a full term when their term expires.

Non-school members that formally represent community organizations may continue to serve at the pleasure of the sending organization.

Procedures for The Election or Appointment of School Improvement Team Members:

- School Improvement Team elections must be held within the first 30 days of the school year.
- Parent members are to be selected by the parents of students attending the school, by elections held by the local recognized Parent Teacher Organization through a fair and representative process.
 - The election of parents must be as open and inclusive as possible. Any parent, regardless of membership in the parent teacher organization, is free to run for election to and vote for parent representatives to the School Improvement Team.
 - Parent members must not be employees of the district whose category is otherwise represented on the School Improvement Team.
- Teacher members are to be selected by the teachers in the school through a fair and representative process.
- Student members are to be selected by the students in the school through a fair and representative process.
- Business and other community members may be appointed by the Principal.

Note: If a team member misses two or more meetings, the Principal has the right to replace the member.

First Reading: March 10, 2020

Second Reading and Adoption: May 12, 2020

Newport Public Schools
Parent Representative to the School Improvement Team

Application Form

Parent Name: _____ Address: _____

Phone: _____

Please explain your reason for wanting to serve as the Parent Representative to the School Improvement Team and indicate the contribution you feel you would be able to make.

Please return the completed application to the Principal/Administrator at your school.

