

NORTH PROVIDENCE SCHOOL DEPARTMENT SCHOOL IMPROVEMENT TEAM POLICY	Approved: 2/26/2020

I. Purpose

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

II. Philosophy

The North Providence 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, except as otherwise provided, shall have the responsibility for forming the site-based School Improvement Team pursuant to the School Improvement Team Membership

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

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

Protocol. The School Improvement Team will establish a regular meeting schedule to meet regularly during the school year.

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/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 the Principal and/or peer groups at the school in a fair and equitable manner as determined by the Principal.

Members representing education 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.

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 is not representative of the ethnic, racial, and economic community served by the school, the Superintendent/School Committee may 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. Each School Improvement Plan in a school with English Language Learners shall include an Action Plan that identifies measurable goals for English Language Learners (ELL) instruction and support services, including the relevant ELL professional development to

³ R.I. Gen. Laws § 16-53.1-3

⁴ *Id.*

be provided to 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 regulations.

7. School Improvement Plan

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

1. The School Improvement Plan shall:
 - a. Include, but not be limited to, alignment to the goals and objectives of 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 representative of the District and composed of teachers, administrators, 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 consists of greater than 50% of members present. Decisions are affirmed by a simple majority vote of the members present. If a quorum is not present, the meeting may be held but no binding vote may be taken.

PROCEDURES FOR THE ELECTION AND APPOINTMENT OF SCHOOL 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/guardians of students attending the school, who may be elected by the parents/guardians of students attending such school, and/or through school the Parent Teacher Organization (PTO).
3. There shall be an appropriate balance of parents/ guardians and professional personnel on the School Improvement Team.
4. Teachers elected by the teachers in the school.
5. 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.
6. Education support employees shall be selected by the Principal and peer groups at the school in a fair and equitable manner, at the discretion of the Principal.
7. At least one parent representative of ELL students from each of the language groups with more than twenty (20) students in the school.
8. Other business/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.
9. For schools containing grades nine through twelve, students shall elect peer members to the School Improvement Team, which may include the election of class officers.
10. For middle schools, the Principal may facilitate student peer elections for membership to the School Improvement Team, which may include the election of Student Council members.

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 is not representative of the ethnic, racial, and economic community served by the school, the Superintendent/School Committee may appoint additional members to achieve proper representation.

Term Length:

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

⁵ R.I. Gen. Laws § 16-53.1-2.

Alternative option:

Select 1, 2- or 3-year terms.

Members shall serve a one, two, or three year term as established by the Principal based on the unique needs of the school. Vacancies will be filled by election or appointment as required by this protocol. Members of School Improvement Teams may be re-elected or reappointed for more than one term.

Length of term, appointment, or renewal of appointment of members to the School Improvement Team shall be based upon:

1. The value of continuity and experience on the School Improvement Team that is provided by long term membership.
2. The value of the contribution of the member to the School Improvement Team.
3. The value of having fresh perspectives and increased access to School Improvement Team participation that results from a greater turnover of members.

Option:

Staggered Terms

Staggered terms for School Improvement Team members will create continuity and expanded community access. Therefore, one third of each membership category may be 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 or last 45 days of the school or the year.
- Parent/Guardian members are to be selected by the parents/guardians of students attending the school, which may include elections held by the local recognized Parent Teacher Organization through a fair and representative process.
- a. The principal may solicit parent/guardian volunteers for the SIT by notifying all parents/guardians within the school of the opportunity to participate as SIT members.

- b.** The election of parents/guardians must be as open and inclusive as possible. Any parent/guardian, 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.
- c.** Parent/Guardian 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, which may include the election of class officers.
 - Business and other community members may be appointed by the Principal.

Approved: 2/26/2020

Revised: 7/28/2021