

La Grande School District 1

Code: **IFC-AR**
Adopted: 3/9/05
Reviewed/Revised: 12/10/08
Orig. Code(s): IFC-AR

Site Council(s)

Statement of Purpose

Site councils shall have the following as their purpose:

1. To improve the instructional program and student academic achievement;
2. To provide an opportunity for school improvement.
3. To promote broad based representation and shared decision-making;
4. To promote the use of appropriate educational research and best practices;
5. To provide suggestions for school goal-setting.

Function of Site Councils

Site councils will actively participate in and assume greater responsibility for the school's educational improvement efforts. It is understood that site-based councils must work within the parameters of state and federal laws, Board policies and goals, budgetary restrictions, negotiated contracts, and ethical standards and practices.

Site Council Meetings

Site council members are expected to meet no fewer than four times per year.

Site council members are expected to maintain regular attendance, or be replaced. (Regular attendance is to be determined by each council, and members are expected to actively participate in decisions and fulfill their role as a representative.)

Site council members are expected to keep and make available notes or minutes of each meeting. Copies of meeting agendas and minutes or notes are to be sent to the superintendent on regular basis.

Site councils, the duties of which include advising the superintendent, shall follow the notice, meeting and record keeping requirements of the Public Meeting Law. (ORS 192.610 to 192.690)

Site Staff Roles and Responsibilities

1. Professionally engage each other and focus upon improving instruction and student academics;

2. Work collaboratively to establish priorities and select goals for the school;
3. Help identify the programs and practices necessary to achieve the selected goals;
4. Expedite the implementation of these programs and practices through participation in staff development and other goal-oriented activities;
5. Aid the principal in managing resources to assure that the improvement plans are successful;
6. Work with parents, students and community to engage their support and involvement for the school improvement plan;
7. Provide input into the allocation of resources to ensure that the improvement plans are successful;
8. Work with the site council in interpreting and explaining the school improvement plan to members of the local community;
9. Adhere to district, state and federal policies, regulations and laws pertaining to confidentiality.

Site Council Roles and Responsibilities of Parents, Students and Other Community Members

1. Work collaboratively to establish priorities and select goals for the schools;
2. Work with other parents, students and community to engage their support and involvement for the school improvement plan;
3. Help identify the programs and practices necessary to achieve the selected goals;
4. Aid in identifying basic and outside resources necessary to achieve the school's goals;
5. Help collect and interpret data related to the school improvement goals;
6. Provide input into the allocation of resources to ensure that the improvement plans are successful;
7. Work with the site council in interpreting and explaining the school improvement plan to the community.

Site Council Roles and Responsibilities of the Principal

1. Ensure that the site council operates within the parameters set by the district;
2. Collaboratively assist the efforts of the council;
3. Help foster the positive climate for gaining commitment to school improvement decisions;
4. Involve the staff, parents and other members of the school community in developing decisions;

5. Ensure that staff development programs are related to the school improvement plan and to the district, state and federal goals;
6. Participate in staff development with the faculty;
7. Relate the site based improvement activities of the council to the school's improvement plan;
8. Communicate with other administrators, staff, parents and the Board.

Site Council Governance

In order to work within the site council parameters and to foster harmony between the various decision-making entities within the district, the following items shall serve as governance guidelines:

Decisions made by the site council are recommendations to the principal.