

<i>Policy</i>	<i>Title</i> <b>SCHOOL COUNCILS AND SCHOOL IMPROVEMENT PLANS</b>	<i>Code</i> <b>BDFA</b>
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***HOLLISTON***

As enacted by the state legislature in the Education Reform Act of 1993, a school council shall be established in each school to advise the Principal in specific areas of school operation.

**Membership:**

The principal shall, by law, serve as co-chair of the council. The second co-chair will be elected annually by the council members at its first meeting of the school year subsequent to the elections of new council members. The co-chairs will be responsible for the preparation of the agenda for the council meetings.

No person may serve on both the School Committee and school council at the same time during any given year.

**Conduct of Business:**

The school council shall meet regularly during the school year. At its first meeting of the school year, the council will set its calendar of regular meetings for the year. Where circumstances warrant, the council may choose to call additional meetings.

School councils, as the primary methods to resolve issues and to formulate recommendations, shall use consensus. Votes by majority may be taken at the discretion of the principal, and Roberts Rules of Order shall prevail if there are questions of procedure.

All meetings of school council shall conform to the Open Meeting Law, as referenced below, which stipulates that all meetings be open to the public, that meetings be posted at least 48 hours in advance, and that minutes of the meeting shall be maintained as required. The scope of the school council does not require, and therefore does not qualify for, executive session.

The superintendent shall receive agendas and minutes of all school council meetings.

**School Improvement Plan:**

The Principal, in consultation with the school council, shall develop an annual plan for improving student performance and submit it to the Superintendent by September. The Superintendent shall review and approve the plan, after consultation with the School Committee.

The plan should be drafted with the following in mind:

1. The educational goals for the school consistent with the goals and standards, including student performance standards, as adopted by the Massachusetts Board of Elementary and Secondary Education and by the School Committee.
2. An assessment of the needs of the school in light of the proposed educational goals and in alignment with the mission, vision and beliefs outlined in the Holliston Public Schools' Strategic Plan.
3. The means to address student performance.
4. Professional development for the school's professional staff.
5. The enhancement of parental involvement in the life of the school, safety, and discipline.
6. The development of means for meeting the diverse learning needs of every child.
7. Any further subjects as the Principal, in consultation with the school council, shall consider appropriate, except that:
  - a. The council shall have no authority over matters that are subject to Chapter 150E, the collective bargaining law, and
  - b. The council may not expand the scope of its authority beyond that established in law or expressly granted by School Committee policy.

If the superintendent does not approve a plan submitted by the principal, the School Improvement Plan shall be returned to the principal, who shall, after consultation with the school council, resubmit the plan to the superintendent, who shall review and approve the resubmitted plan, after consultation with the School Committee.

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