

EVALUATION BRIEF

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Results From the 2019 School Planning Council Survey and Principal’s Advisory Committee Survey

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ABSTRACT

Each school has a School Planning Council (SPC) and Principal’s Advisory Committee (PAC) that participate in the school improvement process. The SPC reviews and monitors the school’s Plan for Continuous Improvement (PCI), and the PAC serves in an advisory role to the principal for the effective and efficient operation of the school. This brief summarizes the 2019 results from the School Board mandated SPC Survey and the PAC Survey. Overall division results were positive with agreement levels ranging from 88 to 98 percent on the PAC Survey and 83 to 96 percent on the SPC Survey. Additionally, PAC and SPC results both showed higher levels of agreement at middle schools, followed by elementary schools and high schools.

BACKGROUND

School Board Policy 2-42 prescribes that each school maintain a School Planning Council (SPC) and a Principal’s Advisory Committee (PAC) as integral components of the School Improvement Process. The function of the SPC, as specified in the revised School Board Regulation 2-42.1 (October 2018), is primarily to review and monitor the school’s Plan for Continuous Improvement (PCI), which contains measurable objectives focused on student achievement. To ensure community input, SPC membership is required to consist of representation from school staff and the community (to include school partners, volunteers, parents, and students as feasible) with the proportion of membership within the staff and community sectors to be based on the individual school and community constraints in recruiting individuals to serve on the SPC. Each school’s total number of SPC members is recommended to range from 8 to 12 members. In a related capacity, the purpose of the PAC, as specified in School Board Regulation 2-42.2, is to advise the principal on issues related to the effective and efficient operation of the school. This includes communicating with principals about on-site conditions that impact student achievement and employee morale. Membership on the PAC consists of only school staff, and there are no requirements for the number of members. In support of principals’ efforts to assess the effectiveness of the SPC and PAC, the Office of Planning, Innovation, and Accountability administers an annual survey to SPC and PAC members as required by School Board regulations 2-42.1 and 2-42.2. This brief summarizes the results from the 2019 SPC and PAC surveys.

SURVEY DATA COLLECTION

The SPC and PAC surveys were administered online from May 13 through May 31, 2019. Survey invitations were emailed to 1,082 SPC members (435 community-based and 647 school-based) and 969 PAC members. The email invitations included a unique link that provided participants with access to their respective survey. However, no identifying information about the respondent was included in the results data file to ensure anonymity.

The SPC survey consisted of 13 closed-ended items and one open-ended comment item. The items on the SPC survey related to the function and operation of the SPC. The PAC survey consisted of 16 closed-ended items focused on the operation of the PAC. Participants were asked to indicate their level of agreement with the survey items using a 4-point Likert scale with the following options: strongly agree, agree, disagree, or strongly disagree.

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Survey Response Rates

Table 1: Response Rates for 2019 SPC and PAC Surveys

School Level	SPC Survey Response Rates	PAC Survey Response Rates
Elementary School	29.95% (180 of 601)	46.04% (291 of 632)
Middle School	36.17% (68 of 188)	66.67% (98 of 147)
High School	31.74% (93 of 293)	57.37% (109 of 190)
All Schools	31.52% (341 of 1,082)	51.39% (498 of 969)

Of the 1,082 SPC survey invitations sent, 341 (32%) SPC members across the division responded. The response rate for the PAC survey was higher; 498, or approximately 51 percent, of PAC members responded. Table 1 summarizes the SPC and PAC response rates. For both surveys, rates varied by school level with middle school rates being the highest.

COMMITTEE REQUIREMENTS

Table 2: Committee Requirements for 2018-2019 SPC

School Level	Membership Contained School-Based Members	Membership Contained Community Members	Membership Contained School-Based and Community Members
Elementary School	100.00% (53 of 53)	98.11% (52 of 53)	98.11% (52 of 53)
Middle School	100.00% (15 of 15)	100.00% (15 of 15)	100.00% (15 of 15)
High School	100.00% (15 of 15)	100.00% (15 of 15)	100.00% (15 of 15)
All Schools	100.00% (83 of 83)	98.80% (82 of 83)	98.80% (82 of 83)

As of October 2, 2018, School Board Regulation 2-42.1 was revised to better align with the current practices of the SPC by allowing each SPC to determine the proportion of membership within the staff and community sectors, given individual school and community constraints in recruiting individuals to serve on the SPC. While the revised regulation no longer requires equal representation between school-based members and community members, the SPC membership must still contain representation from both. Table 2 summarizes the percent of schools whose membership contained both school-based members and community members. Of the 83 schools, 82 schools (99%) included both school-based and community members on the SPC based on the SPC committee lists submitted by the schools.

School Board Regulation 2-42.2 specifies that all PAC members are chosen from employees assigned to the school but does not require a specific number of members. Based on the PAC committee lists submitted by the schools, all schools met this requirement.

SPC SURVEY RESULTS

Table 3 shows a comparison of the agreement percentages, which includes both “strongly agree” and “agree” responses, by school level. The highlighted cells indicate the school level with the highest percent agreement for each of the 13 items on the 2019 SPC Survey. Items in the table are in descending order by agreement for all schools. Divisionwide and school-level agreement on the SPC survey was 90 percent or above for all but one item. This item related to whether adequate training opportunities are provided to SPC members related to their role and duties as a member of the SPC. Divisionwide, 83 percent of SPC members agreed with this item with 84 percent agreement at the elementary school level, 82 percent at the middle school level, and 83 percent at the high school level.

Table 3: Percent Agreement by School Level on 2019 School Planning Council Survey

SPC Survey Item	Percent Agreement			
	Elementary School	Middle School	High School	All Schools
I understand the responsibilities of the SPC for reviewing and monitoring continuous improvement in the school.	94.44%	100.00%	97.85%	96.48%
I am knowledgeable of the measurable goals in my school's PCI.	93.89%	100.00%	97.85%	96.19%
The School Planning Council (SPC) consists of representation from the staff and the community.	95.00%	94.12%	100.00%	96.19%
The school principal effectively leads the SPC decision-making process.	97.08%	92.54%	96.74%	96.06%
The SPC receives and reviews updates from the school's instructional leadership team as scheduled in the school's PCI.	95.93%	96.97%	94.51%	95.74%
The SPC ensures that the school community is informed about meetings, activities, and progress on the school's Plan for Continuous Improvement (PCI).	95.56%	95.59%	94.62%	95.31%
Meetings of the SPC are scheduled at a mutually agreed upon time.	91.91%	97.06%	93.48%	93.39%
Members of the SPC work effectively in collaboration with the principal to review and monitor the school's PCI.	92.98%	97.01%	91.30%	93.33%
The SPC gathers staff and community input for continuous improvement planning.	91.06%	92.65%	96.77%	92.94%
The SPC effectively monitors school improvement efforts to raise student achievement.	91.57%	97.06%	92.47%	92.92%
The school division's School Improvement Process with a PCI is an effective means for raising student achievement.	92.18%	94.03%	91.40%	92.33%
Members of the SPC are provided adequate opportunities to submit agenda items.	91.91%	91.18%	90.11%	91.27%
Adequate training opportunities are provided to SPC members related to their role and duties as a member of the SPC.	83.72%	82.09%	82.61%	83.08%

Note: Shaded cell represents highest percent agreement for item.

PAC SURVEY RESULTS

Table 4 shows a comparison of the agreement percentages by school level and highlights the school level with the highest percent agreement to each of the 16 items on the 2019 PAC Survey. Items in the table are in descending order by agreement for all schools. Divisionwide agreement to the items on the PAC survey, which includes both “strongly agree” and “agree” responses, was high and ranged from approximately 88 to 98 percent.

Table 4: Percent Agreement by School Level on 2019 Principal’s Advisory Committee Survey

PAC Survey Item	Percent Agreement			
	Elementary School	Middle School	High School	All Schools
The membership of the PAC adequately represents the various departments and grade levels in my school.	98.97%	98.98%	96.33%	98.39%
I am kept adequately informed about the meetings, activities, and accomplishments of the Principal’s Advisory Committee (PAC).	97.25%	97.96%	98.15%	97.59%
Members of the PAC are provided adequate opportunities to submit agenda items.	95.86%	97.96%	100.00%	97.18%
I understand the responsibilities of the PAC for identifying obstacles to high staff morale.	94.85%	97.96%	94.44%	95.37%
I understand the responsibilities of the PAC for identifying obstacles that impede high student achievement.	95.17%	95.83%	95.28%	95.33%
I am knowledgeable of the measurable goals in my school’s Plan for Continuous Improvement (PCI).	96.56%	92.86%	92.66%	94.98%
Meetings of the PAC are scheduled at a mutually agreed upon time.	93.47%	96.94%	94.50%	94.38%
The school principal effectively leads the PAC decision-making process.	93.43%	93.68%	91.51%	93.06%
Teachers serving on the PAC work effectively with the principal on issues addressed by the PAC.	93.43%	91.67%	91.43%	92.65%
The school division’s School Improvement Process with a PCI is an effective means for raising student achievement.	92.44%	94.85%	89.72%	92.32%
The PAC uses staff input for maintaining an effective and efficient operation of the school.	92.07%	94.79%	88.79%	91.89%
The PAC and principal work together effectively to achieve continuous improvement in the school.	92.04%	91.67%	89.62%	91.45%
The PAC uses appropriate avenues for conflict resolution.	91.38%	91.67%	90.57%	91.26%
The PAC effectively identifies needed school improvement efforts to raise student achievement.	91.00%	92.63%	87.85%	90.63%
The PAC provides an effective method for teachers to share concerns for maintaining high staff morale.	89.66%	88.78%	87.96%	89.11%
The PAC effectively identifies needed school improvement efforts to maintain high staff morale.	86.51%	93.75%	84.76%	87.55%

Note: Shaded cell represents highest percent agreement for item.

Differences in the percent agreement for the 16 items were found across school levels. For the majority of the PAC items (10), middle school PAC members had the highest agreement levels, followed by elementary school (4) and high school (2) PAC members. Based on the data in Table 4, the item with the largest difference between school levels was that the PAC effectively identifies needed school improvement efforts to maintain high staff morale with the highest agreement at the middle school level (7% difference between elementary and middle schools and 9% difference between middle schools and high schools).

SUMMARY

Overall, the perception data gathered from the SPC and PAC surveys suggest that the activities and roles of the SPC and PAC align with School Board Policy 2-42 and School Board regulations 2-42.1 and 2-42.2. The results from the 2019 SPC Survey were positive with 12 of the 13 items having agreement levels that were 91 percent or above at the division level. Agreement levels varied somewhat by school level with the middle school level having the highest level of agreement on 8 of the 13 items. Overall, agreement across school levels was positive with agreement levels at or above 90 percent on all but one survey item related to SPC members having adequate training opportunities regarding their role and duties as an SPC member.

The results from the 2019 PAC Survey were also positive with all of the 16 items having agreement levels at approximately 88 percent or above at the division level. Agreement levels varied somewhat by school level with the middle school level having the highest level of agreement on 10 items. Overall, the agreement levels were high at all three school levels, ranging from approximately 85 to 100 percent.

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