

Independent School District 196  
Rosemount-Apple Valley-Eagan Public Schools  
*Educating our students to reach their full potential*

Series Number 805 Adopted July 1987 Revised June 2019

Title Parent, Staff, Student and Community Participation in Shared Decision-Making

1. **Definition** – Shared decision-making is a process through which those most affected by a decision – the stakeholders – are involved in that decision whenever possible and appropriate.
2. **Beliefs** – The mission of District 196 can best be accomplished through a shared decision-making process on the following beliefs:
  - 2.1 The district’s size and population requires a shared decision-making process;
  - 2.2 The success of shared decision-making relies on strong leadership in the district;
  - 2.3 All stakeholders, including parents, staff, students and residents, need to be provided an opportunity to be involved in the decision-making process;
  - 2.4 Participants in an effective shared decision-making process need to be informed and trained;
  - 2.5 The shared decision-making process must support student learning, and
  - 2.6 Where and how decisions are made are based on many factors, including but not limited to:
    - 2.6.1 Who has access to the information needed to make the best decision;
    - 2.6.2 Who has the expertise to make the best decision;
    - 2.6.3 Who will implement and be accountable for the decision;
    - 2.6.4 Who will be most affected by the decision;
    - 2.6.5 How much uniformity is needed across the district, and
    - 2.6.6 The amount of time available to make the decision.
  - 2.7 Once these factors are considered:
    - 2.7.1 Some decisions will be made at the district level by a few and some decisions will be made at the district level by many;
    - 2.7.2 Some decisions will be made at the school level by a few and some decisions will be made at the school level by many, and
    - 2.7.3 It must be made clear to those affected where decisions are made, how and by whom.
  - 2.8 The shared decision-making model must be continuously evaluated and, as necessary, modified.

3. **District Office Responsibilities** – The superintendent is responsible for the establishment and communication of a shared decision-making plan which:
  - 3.1 Is consistent with the beliefs stated above;
  - 3.2 Defines the number and nature of decision-making groups and individuals at the district level, and how decisions are made, and
  - 3.3 Defines who is involved in each decision-making group.
  
4. **School Responsibilities**
  - 4.1 The principal is responsible for the establishment and communication of a shared decision-making plan which:
    - 4.1.1 Is consistent with the beliefs stated above;
    - 4.1.2 Defines the number and nature of decision-making groups and individuals at the school level and how decisions are made, and
    - 4.1.3 Defines who is involved in each decision-making group.
  
  - 4.2 The principal of each school will allow community members to have regular, ongoing opportunities to provide input and feedback about school matters. Each school shall have at least one established school community engagement group that meets regularly to receive school information and respond to school issues.
    - 4.2.1 The established school community engagement group will meet regularly at times that are convenient for participants. Scheduled meetings will be published on the school website and the respective school district directors will be notified.
    - 4.2.2 The established school community engagement group may be formed as a school-wide booster club, PTA, PTO, school-wide advisory group, school foundation, site council or other similar organization.
    - 4.2.3 The school principal will work with established groups to encourage the inclusion of participants that are representative of the school community, including parents/guardians, staff and students (as appropriate)