

SCHOOL IMPROVEMENT TEAMS

I. PURPOSE

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

SITs play a crucial role in promoting a systems approach to support school change. Research demonstrates that SITs are key change agents in the school improvement process. Their perspectives encompass the multiple subsystems of schools, and are necessary to develop targeted strategies for improvement, by those who are closest to students and best positioned to carry out and support initiatives.

II. PROCEDURES

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 Superintendent. 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 of each school, in consultation with the School Improvement Team established pursuant to RIGL 16-53.1-2, shall, on an annual basis, develop and submit to the district Superintendent a plan for improving student performance. The School Improvement Team will establish a regular meeting schedule to meet during the school year.

The School Improvement Plan shall be in compliance with plan development guidance and timelines established by the Superintendent, and conform to regulations and requirements of the Rhode Island Department of Education (RIDE).

A. School Improvement Team Membership

Each School Improvement Team shall be comprised of the following members, at a minimum. Exceptions to this must be approved by the Superintendent. Membership must be representative of the educational and socioeconomic backgrounds of the students served.

- Principal
- 2 teachers (includes classroom teachers, certified student services personnel, library media specialists)
- 1 support staff (non-instructional or administrative)
- 1 parent/guardian
- 1 business and community citizens

- 2 teacher leaders at high school/middle school (1 humanities and 1 science or math or technology or engineering)
- 1 student (high school)

B. Team Member Selection

School Improvement Team elections must be held within the first 30 days of the school year. See attached sample application forms.

1. Teachers and support specialists shall be selected by the teaching staff.
2. Parents shall be selected with input from the Parent Teacher Organization or other parent led group. At least one parent representative of differently abled or multilingual students must be included in schools that have more than twenty (20) students in these groups.
3. For schools containing grades nine through twelve, students shall elect peer members to the School Improvement Team.
4. Business and community members will be selected by the Principal and drawn from such groups or entities as municipal government, local business, institutions of higher education, human services, or other interested community groups.
5. Should the Superintendent or School Committee determine that the membership elected by the school is not representative of the ethnic, racial, and economic community served by the school, they shall appoint additional members to achieve proper representation.
6. If a team member misses two meetings or more, the Principal has the right to replace the member.

C. Duties of the School Improvement Team

The primary duties stipulated by the Education Accountability Act of 2019 for SITs include consulting with and assisting the principal to:

1. identify the educational needs of students,
2. develop, assess, and evaluate a curriculum accommodation plan to meet student needs,
3. prepare the school budget,
4. develop an annual plan for improving student performance, and
5. recommend the hiring of school personnel

SITs shall meet monthly based on a schedule agreed upon by team members.

D. Development and Implementation of the School Improvement Plan

In accordance with R.I.G. L 16-2-11.1, the Principal of each school, in consultation with the

School Improvement Team shall, on an annual basis, develop and submit to the district Superintendent a plan for improving student performance. The Superintendent shall review and approve the plan, after consultation with the School Committee. If the Superintendent does not approve a plan submitted by the Principal, the plan shall be returned to the Principal who shall, after consultation with the School Improvement Team, resubmit the plan to the Superintendent who shall review and approve the resubmitted plan after consultation with the School Committee.

1. School Improvement Plans will be completed in accordance with the timeline and format prescribed by the Superintendent.
2. Principals will provide an orientation to new School Improvement Team members.
3. School Improvement Plans shall reflect the current school accountability data and include measurable goals for multilingual and differently-abled students, as well other subgroups with significant achievement gaps.
4. The plan must identify the professional learning needs of staff necessary to achieve the goals of the plan.
5. Upon approval of the plan by the School Improvement Team, the plan shall be submitted to the Superintendent for approval, and presented to the School Committee on an annual basis.
6. Principals shall be responsible for the overall development and implementation of the plan and maintaining all records pertinent to the plan.

Policy Adopted: December 9, 2013
Policy Revision: January 24, 2022
Legal References: RIGL 16-53. 1-4

SAMPLE (Can be completed as a Google Form)

School Improvement Team Application

Parent/Guardian

Name: _____

School: _____ Grade Level(s): _____

Address: _____

Phone: _____

Email: _____

Please explain your reason for wanting to serve as the Parent Representative to the School Improvement Team and indicate the contribution you feel you would be able to make. Return this completed application to the Principal at your school.

Signature _____

Date _____

SAMPLE (Can be completed as a Google Form)
School Improvement Team Application
School Faculty

Name: _____

School: _____ Position: _____

Phone: _____ Email: _____

Please explain your reason for wanting to serve as the Parent Representative to the School Improvement Team and indicate the contribution you feel you would be able to make. Return this completed application to the Principal at your school.

Signature _____

Date _____