RESEARCH, EVALUATION AND PLANNING

As required by law, the chief school administrator shall annually direct development or review of district long- and short-range goals and the plan of action to attain them. Objectives shall be developed with community participation and approved by the board of education; the plan of action shall be prepared in consultation with teaching staff members. The district's plans shall be discussed at a public meeting before the date required by law.

Further, the chief school administrator shall coordinate continual research and evaluation of programs and facilities. The master plan shall be studied and revised periodically to keep it in accord with the changing circumstances and aspirations of the district.

State Monitoring

The superintendent shall ensure and coordinate the District Performance Review every three years, in compliance with New Jersey Quality Single Accountability Continuum (NJQSAC). Upon completion of the district's conduct of the District Performance Review, the board shall fix a date, place and time for the holding of a public meeting for approval by board resolution. The board shall comply with meeting procedures specified in N.J.A.C. 6A:30-3.2.

School-Level Planning

By September 30, the principal of each school in the district shall coordinate development and implementation of a two-year school-level plan based on school report card data. This plan shall include student performance objectives, a review of progress by teaching and administrative staff, and the involvement of parents.

The performance objectives shall be based on student performance or behavior standards as defined in the administrative code.

At least once per semester, the principal of each school shall conduct meetings by grade level, department, team or similarly appropriate group to review the school-level plan. The review shall include:

A. School report card data;

B. Progress toward achieving student performance objectives;

C. Progress toward achieving core curriculum content standards.

Each principal shall sign a statement of assurance attesting to these activities on the form prescribed by the commissioner of education.

The chief school administrator will supervise the preparation and timely submission of accurate reports in order to ensure compliance with all federal, state, county and local laws and regulations, board policies, contract terms and conditions. The chief school administrator will promptly prepare and file updates and revisions to reports whenever new information becomes available that would require that an amended report be submitted. The chief school administrator may delegate the preparation and revision of reports to other employees of the board. However, the chief school administrator retains final responsibility for the action taken when tasks are delegated. If the revisions and corrections are so significant as to compromise the basic integrity of the report, the chief school administrator will inform the board president in order that appropriate corrective action may be taken by the board.

Adopted:	Undated
NJSBA Review/Update:	August 2008, September 2009, August 2016, September
Readopted:	2018 April 27, 2009, September 17, 2018, January 2024

Key Words

Research, Evaluation, Planning, Long-range Plan, Multi-year Maintenance, School Level Plan

Legal References:

N.J.S.A. 10:4-6 et seq.	Open Public Meetings Act
N.J.S.A. 18A:7A-10	Evaluation of performance of each school
N.J.S.A. 18A:7A-11	Annual report of local school district; contents; annual report of commissioner; report on improvement of basic skills
N.J.S.A. 18A:7A-14	Review of evaluation of district performance
N.J.S.A. 18A:7F-6	Approval of budget by Commissioner
N.J.S.A. 18A:7F-46	Review, update of core curriculum content standards; Educational Adequacy Report
N.J.A.C. 6A:8-1.1 et seq.	Standards and Assessments
N.J.A.C. 6A:30-1.1et seq.	Evaluation of the Performance of School Districts
N.J.A.C. 6A:26-2.1 et seq.	Long-Range Facilities Plans
N.J.A.C. 6A:30-1.1 et seq.	Evaluation of the Performance of School Districts
N.J.A.C. 6A:32-2.1	Definitions
N.J.A.C. 6A:32-12.1 et seq.	Student Behavior

Every Student Succeeds Act, Pub. L. 114-95, 20 U.S.C.A. 6301 et seq.

Possible Cross References:

*1120	Board of education meetings
*1220	Ad hoc advisory committees
*2255	Action planning for T&E certification
*3510	Operation and maintenance of plant
*5020	Role of parents/guardians
*6142.2	English as a second language; bilingual/bicultural
*6171.4	Special education
*7110	Long-range facilities planning
*9130	Committees

*Indicates policy is included in the Critical Policy Reference Manual.