

**HARLAN COUNTY HIGH SCHOOL SBDM COUNCIL POLICY**

| <i>COUNCIL POLICY TYPE</i>  | <i>POLICY NUMBER</i> |
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| <input type="checkbox"/> <i>By-Laws (Council Operational Policy)</i>              |                      |
| <input checked="" type="checkbox"/> <i>Function (School Operational Policies)</i> | <i>HC 052</i>        |

**POLICY TOPIC DESCRIPTION**

Comprehensive School Improvement Plan

**POLICY STATEMENT**

The purpose of the SBDM Council is to ensure student achievement. The Comprehensive School Improvement Plan (CSIP) provides focus for the school community in its effort to enhance student achievement. The school Efficiency Committee will be the committee that is responsible for the committee work with the support of the school principal and additional school staff both certified and classified. The plan manager will be selected from the Efficiency Committee with consideration and consultation of the principal. The plan manager and component (goal) manager's work will be considered extra duty and they will not be unduly assigned additional extra duties unless they are equitable. If subcommittees are created members of the Efficiency Committee will serve as the chairperson of each of the subcommittees. The Efficiency Committee will be responsible for the following:

- Gathering, compiling, and evaluating information related to curriculum, assessment, instruction, and to be used in the needs assessment process
- Developing the CSIP, including identifying the goals, strategies, activities and funding sources
- Reporting the plan progress (in writing and orally) to the SBDM Council according to the Implementation and Impact check schedule set forth by the state and district, or more frequently if needed.
- Reviewing assessment data as it becomes available and making recommended changes as needed.

The SBDM Council is responsible for adopting and monitoring the CSIP. The Council has responsibility for ensuring:

- Student needs are addressed by the plan
- Technology and the use of technology is embedded in the CSIP
- Funding is appropriately monitored and reported to the council
- Professional development is appropriate and properly implemented
- The plan is amended or updated based on student needs.

The school leadership is responsible for:

- Supporting the CSIP
- Making sure the funding is distributed according to the plan
- Implementation and Impact checks are completed in a timely manner
- Professional development opportunities are fairly distributed according to the plan
- Ensuring the plan is completed and posted to the school website
- Publicizing and inviting parents, teachers, and the community to a Council meeting to share and discuss the draft of the CSIP for the coming school year.
- Addressing any necessary requirements relating to School Improvement Planning from the Kentucky Department of Education if the school is identified as a Focus School/PLA, etc.

KRS 160.345 (2) (j) RD

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| Policy Title<br>Comprehensive School Improvement Plan                                     |  |
| 5-24-13<br><hr/> 1 <sup>st</sup> Reading<br><hr/> Bob Howard<br><hr/> Council Chairperson | 6-25-13<br><hr/> 2 <sup>nd</sup> Reading For Adoption<br><hr/> Bob Howard<br><hr/> Council Chairperson |