

Boone County High school Committees Policy

There will be 5 SBDM standing committees with the following names and jurisdiction:

1:

PLANNING AND PROFESSIONAL DEVELOPMENT COMMITTEE

Annually review and revise the SBDM policies on school improvement planning. Annually draft revisions for council approval/adoption.

- Development and implementation of the school improvement plan including working with component teams and overseeing the development and implementation of the Professional Development Plan.
- Survey teachers to establish professional development needs and use this data along with testing data, program review data, and any data from other committees to make PD recommendations to the various component teams.
- Ensure that the council is kept informed through progress notes on the plan (QUARTERLY OR THROUGH MINUTES).
- Recommend plans for the best use of technology based on needs assessments including acceptable use guidelines.
- Develop a safe and practical Acceptable Use Policy aligned with district guidelines for students. Ensure that it is attached to the Technology Use Policy.
- Recommend other changes, ideas, and strategies to assigned policies based on needs assessments, data gathering, and research into best practice.
- Suggest to SBDM major areas for Professional Development.
- Additional roles/charges assigned by Council.

BUDGET COMMITTEE

- Annually review and revise (if necessary) the SBDM policies on Budget: Procedures/Timelines, Budget: Spending Decisions, Budget: Professional Development/Learning, School Space Use, Program Appraisal, and Enhancing Student Achievement. Draft revisions for council approval/adoption.
- Develop, recommend, and monitor the annual budget and allocation of resources according to identified needs of the school including consideration for the program review areas.
- Recommend budget adjustments.
- Ensure that the council is kept informed with monthly budget reports.
- Recommend use of school space ideas (*excluding* specific teacher(s) room assignments) based on needs assessments and other data.
- Recommend other changes, ideas, and strategies to assigned policies based on needs assessments, data gathering, and research into best practice.
- Additional roles/charges as assigned by Council.

SCHOOL CULTURE, WELLNESS, & RESOURCES COMMITTEE

- Annually review and revise the SBDM policies on Discipline, Classroom Management and Safety Plan, Emergency Management Plan, Extracurricular Programs, Instructional and Non-Instructional Staff Time Assignment, Parental Involvement (Legally required for Title I and best practice for non-Title I schools), and *Wellness* (Required for P-5 schools & all schools participating in Free & Reduced Lunch) Draft revisions for council approval/adoption.

- Develop a set of “non-negotiable” school rules consistent with district policies and directives.
- Recommend discipline and classroom management changes based on annual needs assessments and data gathering.
- Review the school Safety Plan every odd-numbered year following the procedures outlined in the Discipline, Classroom Management, and School Safety Policy. Recommend any necessary changes based on needs assessments and data gathering.
- In consultation with the council and first responders, recommend changes in the Emergency Management Plan based on the annual review of the plan.
- Recommend extracurricular program changes and ideas.
- Recommend parental involvement activities and strategies.
- Implement school dress code
- Additional roles/charges assigned by Council.

CURRICULUM, SCHEDULING, INSTRUCTION, AND ASSESSMENT COMMITTEE

- Annually review and revise (if necessary) the SBDM policies on Curriculum, Alignment with State Standards, College and Advanced Courses (Secondary only), End-of-Course Assessment (High school only), Instructional Practices, Homework, and Classroom Assessment. Draft revisions for council approval/adoption.
- Analyze curriculum alignment with the state standards and recommend changes.
- Recommend advanced placement additions if appropriate based on data, research, and stakeholder input (Secondary).
- Research and recommend instructional best practice ideas and innovations.
- Research homework best practices and recommend changes.
- Organize the testing data analysis every fall including reports to the Council.
- Recommend school priority needs to the Planning and PD Committee based on test analysis data.
- Develop the state testing prep and reward plan each year.
- Recommend ideas and strategies concerning end-of-course assessment based on data gathering and input from stakeholders (High School).
- Recommend classroom assessment ideas based on new research.
- Recommend other changes, ideas, and strategies to assigned policies based on needs assessments, data gathering, and research into best practice.
- Additional roles/charges as assigned by Council.
- Review and discuss scheduling procedures—class sequencing, prerequisites, and scheduling process.

PROGRAM REVIEW COMMITTEE

- Carry out program reviews in the following areas: Arts/Humanities, Practical Living/Career Studies, Writing, and World Languages.
- Work with the council to create timelines for each review including reports to the council.*
- Share timelines, standards, and examples of evidence with the faculty and staff and request evidence.
- Enter findings into ASSIST.
- Recommend program changes in reviewed areas.
- Follow the procedures outlined in the Program Review Policy.
- Recommend other changes, ideas, and strategies to assigned policies based on needs assessments, data gathering, and research into best practice.
- Additional roles/charges as assigned by Council.