

## **Comprehensive Plans**

### **School Plans/District Master Plan for School Improvement/Site Councils**

#### **School Plans**

The Board of Trustees encourages development of school plans designed to meet the specific needs at individual school sites. The Board may approve or disapprove school plans as necessary in order to fulfill the district's mission, accomplish the Board's adopted goals and/or comply with legal requirements.

(cf. 0000 – Philosophy – Goals and Comprehensive Plans

(cf. 0200 - Goals for the School District)

(cf. 0400 - Comprehensive Plans)

When submitting a consolidated application for state and federal categorical programs to the California Department of Education, the Superintendent or designee shall assure that a single plan for student achievement has been prepared for each participating school in accordance with law. (Education Code 64001)

The Superintendent or designee shall ensure that schools desiring to participate in categorical programs establish and maintain a school site council. Such councils shall be responsible for the development, review and modification of school plans and for other duties as prescribed by law.

(cf. 0420.1 - School-Based Program Coordination)

#### **District Master Plan for School Improvement**

The Superintendent is directed to update the Master Plan for School Improvement for consideration by the Board of Trustees and to administer the program in accordance with provisions of the Education Code, Administrative Code Title 5 and the District Master Plan. Updated plans shall be approved by the Board, retained at the District Office and made available to the Superintendent of Public Instruction and the public upon request.

The School Site Council, teachers and other school personnel, parents and/or other community members shall be given the opportunity to participate in the development and updating of the District Master Plan.

#### **School Site Councils**

- A. All schools in the Lowell Joint School District shall form School Site Councils.
- B. The composition of the Council shall be in accordance with the provisions of E.C.52012.

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#### **School Site Councils (continued)**

- C. In the elementary schools, the Council shall be constituted to ensure parity between (1) the principal, classroom teachers, other school personnel and (2) parents or other community members selected by parents. The recommended number for the elementary Council is ten (10).
- D. In the intermediate school, the Council shall be constituted to ensure parity between (1) the principal, classroom teachers other school personnel and (2) parents and students. The recommended number for the intermediate Council is twelve (12).
- E. School Site Council members shall be selected from volunteers from the teaching staff and other school personnel and from volunteers from the parents and community at large of that school.
- F. The principal shall serve as a permanent member of the Council and may be elected chairperson. When the principal is not serving as chairperson, he/she shall serve as vice-chairperson to the Council.
- G. Each School Site Council shall develop bylaws that will define the operation of the Council. School Site Council bylaws are subject to the approval of the Board of Trustees and shall include:
  - 1. Purpose or Role of Council.
  - 2. Composition of the Council
  - 3. Process for Selection and Replacement of Members
  - 4. Designation and Selection of Officers
  - 5. Term of Office
  - 6. Time and Place of Meetings
  - 7. Provisions for Agenda and Minutes of Meetings
  - 8. Voting Procedures
  - 9. Committee Organization Procedures
  - 10. Procedures for Communication with Board of Trustees, School and Community
- H. Each School Site Council shall meet and consider whether or not it wishes the local school to participate in the School Improvement Program.

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#### **School Site Councils (continued)**

In accordance with the provisions of E.C. Section 52011 (b):

“...Final determination as to whether a local school will participate in the School Improvement Program shall rest with the local governing board.”

- I. The Chairperson and the principal shall submit a joint report of the activities of the School Site Council at a regular meeting of the Board of Trustees at the end of each school year.

A mid-year report that contains the following information will be submitted to the Board after the first semester:

- a. A summary of modifications of the school plans made since the plans were last approved by the Board;
  - b. Information about any significant changes in implementation; and
  - c. Exceptional items requiring Board attention and possible action.
- J. School Site Councils are subject to the provisions of the Education Code and the policies of the Board of Trustees of the Lowell Joint School District.
  - K. The Board of Trustees shall retain the right to be the final authority on matters pursuant to these policies.

The School Site Council shall develop a three-year improvement plan in accordance with requirements of the Education Code and policy of the Board of Trustees. Upon Board approval of the plan, the School Site Council shall assume responsibility for the ongoing review of its implementation and the periodic evaluation of the program's effectiveness. The Council shall annually review the plan, establish the plan budget and upgrade the plan to reflect changing improvement needs and priorities. All plans, budgets and revisions are subject to the approval of the Board of Trustees.

Legal Reference:

EDUCATION CODE

52 Designation of schools

53 Designation of high schools

8750-8754 Conservation Education

18100-18203 School libraries

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**School Site Councils (continued)**

Legal Reference (continued):

EDUCATION CODE

44520-44534 New Careers Program

44500-44508 Peer Assistance and Review Program

51870-51874 Educational Technology

52000-52049.1 School Improvement Program

52053-52055.51 Immediate Intervention/Underperforming Schools Program

52176 Advisory committees

52200-52212 Gifted and Talented Education Program

52340-52346 California Regional Career Guidance Centers

52800-52904 School-Based Program Coordination Act

54000-54041 Educationally Disadvantaged Youth Programs

54425 Advisory committees (compensatory education)

54650-54659 Education Improvement Incentive Program

54720-54734 School-Based Pupil Motivation and Maintenance Program

56000-56885 Special education

64000 Categorical programs included in consolidated application

64001 Single school plan for student achievement, consolidated application programs

CODE OF REGULATIONS, TITLE 5

3930-3937 Compliance plans

UNITED STATES CODE, TITLE 20

6301-6578 Title I programs

Policy Adopted: March 23, 1987

Policy Revised: September 26, 2005;