

# SCHOOL COUNCILS

**Section B: School Committee Governance and Operations**

**File: BDFA**

All schools are required to have School Councils which meet regularly to assist the principal in:

- Adoption of educational goals for the school that are consistent with state and local policies and standards.
- Identification of the educational needs of the students attending the school.
- Review of the school building budget.
- Formulation of a school improvement plan that may be implemented only after review and approval by the Superintendent.

The School Committee believes that schools are key units for educational improvement and change and the successful school improvement is best accomplished through a school community based decision making process. This ensures commitment and support of those most affected by any implemented changes.

Under this policy, the principal shall have primary responsibility for the management of the school. Decisions which are made at the school level must be aligned with the budget, policies, curriculum and district strategic plan. In addition, decisions must comply with state and federal laws and regulations, and with any negotiated agreements of the school district.

## **Conduct of School Council Business:**

- The principal serves as co-chair. The second co-chair is elected at the first meeting of the school year following the election of new members.
- There must be parity between faculty and parents.
- All meetings are public meetings and subject to Open Meeting Laws, and each member reads the Open Meeting Law rules and sign off to their understanding of the law.
- Agendas must be posted at least 48 hours prior to the meeting and minutes must be taken and posted. Agendas and minutes are to be sent to the Executive Assistant to the Superintendent for this purpose.
- School Councils have the responsibility for creating the School Improvement Plan which should reflect District goals and practices. School Improvement Plans are two-year plans and will be presented to the School Committee in October for either approval or update
- Other areas the School Council may wish to focus on include:
  - Improving school/student performance
  - Budget development
  - Program development
  - School-community relations

## **Sources:**

MASC

LEGAL REFS.: M.G.L. 71:38Q (Professional Development Plans), 71:59C (School Councils, members, meetings, duties)  
Newburyport School Committee

## **Version Control**

Action	Date
First Reading	7/22/2016
Second Reading	9/6/2016
Adopted	9/6/2016