

COLONY ELEMENTARY SCHOOL

COUNCIL POLICY TYPE: School Operational Policy

POLICY TOPIC DESCRIPTION: Program Reviews

POLICY IDENTIFICATION #: 070-003(a)

STATUTORY AUTHORITY:

POLICY STATEMENT

PROGRAM REVIEW PROCESS

- The Program Review Committee(s) will be made up of all certified staff members, each committee having representation from all grade levels if possible. The Arts and Humanities teachers, Guidance Counselor, and other staff will serve on these committees as recommended by the Principal.
- The Program Review Committee(s) will each be responsible for identifying and/or collecting evidence, analyzing data, and evaluating each standard for their assigned content area (Arts and Humanities, Writing, Practical Living & Career Studies, and K-3)
- The Principal will report program review results and recommendations to the council annually.
- Annually, the council will analyze the data provided by the Program Review Committee(s), decide action steps to strengthen the programs, including but not limited to: adjusting staffing and schedule. Pertinent goals, strategies, etc. will be included in the School Improvement Plan. (This is based on the recommendations from the Program Review Committee.)
- The Program Review Committee will report council decisions to the staff.
- The Program Review Committee will contribute to developing a professional development action plan including justification for plan components and how the action plan will be communicated to stakeholders through a variety of modes (student conferences, web sites, newsletters, etc.)
- The Program Review Committee will monitor and staff will implement the steps to strengthen the programs.

PROGRAM MONITORING

The principal will:

- Ensure curriculum is aligned to Kentucky Core Academic Standards
- Ensure the implementation of the program review policy.
- Ensure that the council annually reviews, revises (if necessary), the Program Review Policy by the end of May each year.

DATE ADOPTED: 01/21/2014

LAST UPDATE: 01/21/20

Chad Davis
Council Chairperson

POLICY STATEMENT

The council will:

- Review and ensure teachers receive embedded professional development needed to improve instruction in writing, arts and Humanities and Practical Living/Career Studies.
- Approve proposed staffing allocation decisions, which are made to support all the school's instruction programs, including writing, arts and humanities, and practical living/career studies. Each year the council will review the effectiveness of the staffing allocation for supporting the school's programs.
- Receive regular reports from the principal on the availability of resources for supporting the school's writing, arts and humanities, and practical living/career studies programs when it makes budget decisions.
- Receive regular reports on the use of instructional time for supporting the school's writing, arts and humanities, and practical living/career studies programs.

POLICY EVALUATION

We will evaluate the effectiveness of this policy through our School Improvement Planning Process.

DATE ADOPTED: 01/21/2014

LAST UPDATE: 01/21/2014

Chad Davis
Council Chairperson