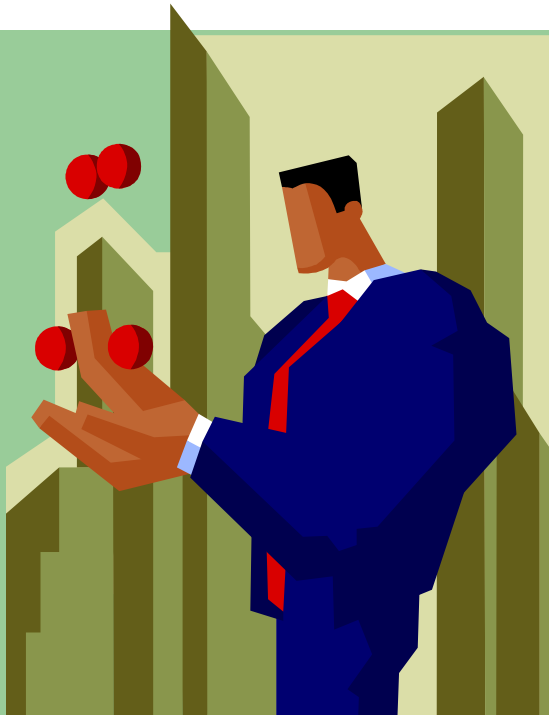


Districtwide Educational Improvement Committee



Roles &
Responsibilities

The Committee's Role

Provide **input** and **recommendations** that address the instructional needs of the school district and that reflect.....

the district's **mission** and **long range goals**. (*See attachment 1*)

[Sabine Mission/Goals](#)

Primary Responsibilities

- Performing a **comprehensive needs assessment**
- Identifying **initiatives and strategies** that have a strong likelihood of positively impacting the identified needs

Primary Responsibilities

- Determining the **resources** that the strategies and initiatives will require
- Developing a **plan of action**, a District Improvement Plan

Primary Responsibilities

- **Monitoring** the progress and effectiveness of the plan
- **Revising** the plan as needed
- **Evaluating** the results

Major Areas of Responsibility

- Planning
- Budgeting
- Curriculum
- Staffing Patterns
- Staff Development
- School Organization

Other Responsibilities

- Provide input into a district **waiver** application
- Hold at least one **public meeting** each year to review the district's annual performance report
- Advise the district in the development of a **student code of conduct**

Planning

Planning should include a close look at the **performance** and **needs** of:

- All students *and*
- Each student group (ethnicities, special programs, economically disadvantaged, and at risk)

Student Performance Measures Include:

- Student Assessment, including TAKS, all other forms of TAKS, and TELPAS
- Completion Rates (high school) and
- Drop-out Rates (7 & 8 grades)

Budgeting

- District determines the level of committee's involvement in budgeting.
- Examples:
 - Timing of planning in relation to budget process
 - Suggesting funds to pilot innovative programs
 - Prioritizing uses of funds to meet the specific needs of at-risk students

Curriculum

- Examples of curriculum issues:
 - Frequency of assessing student progress
 - Alignment of what is taught
 - Among grade level classrooms
 - From grade level to grade level
 - From campus to campus
 - Use of instructional technology in classrooms

School Organization

- Examples of school organization issues:
 - Orientation on how the school system is organized, including chain of command, how to request assistance, etc. for
 - New employees
 - Parents
 - Students
 - Crisis planning

Staff Development

- Approved by campus-level committees, but can be recommended at the district level
- Examples:
 - Professional development to address areas identified in the comprehensive needs assessment
 - Specific training related to the performance of special needs populations
 - Instructional use of technology

Staffing Patterns

- Examples of staffing pattern issues:
 - How applicants are screened for hiring purposes
 - Scheduling to allow teaming or grade level meetings
 - “Teacher helpers” from paraprofessionals and/or volunteers
 - Impact of external factors (transportation, food service, extracurricular events) on staffing patterns and/or instructional schedule

Issues of Interest to the Committee

- Budgeting
- Curriculum
- School Organization

Issues of Interest to the Committee

- Staff Development
- Staffing Patterns
- Planning