



## ANOTHER WAY TO GET INVOLVED AT VETERANS PARK ELEMENTARY!!!

### School-Based Decision-Making Council and Committee Membership

Veterans Park Elementary School-Based Decision-Making Council is made up of elective parents, teachers and the principal. The council seeks input from various committees within the school to assist them in obtaining information about the school and developing policies.

Last year the council spent countless hours revamping the committee policy to allow for the most efficient use of time and parent involvement. The following committees are seeking parent involvement and will meet on the fourth Tuesday of the month at 3:00 p.m. in September-April except for December.

### IN-SCHOOL PERFORMANCES/EXTRA CURRICULAR ACTIVITIES & PROGRAM ASSURANCE COMMITTEE:

(Membership - Two Parent & Staff)

- a. VISUAL & PERFORMING ARTS/GLOBAL COMPETENCY & WORLD LANGUAGES PROGRAM REVIEW COMMITTEE
  - b. WRITING PROGRAM REVIEW
  - c. PRACTICAL LIVING PROGRAM REVIEW
  - d. PRIMARY PROGRAM REVIEW
- Analyze the program review demonstrators and characteristics
  - Determine essential elements that show effective implementation of demonstrators and characteristics
  - Identify effective evidence
  - Develop a narrative rationale to support assigned score
  - Communicate with staff the findings of the committee work and collect feedback as needed
  - Select and book in-school performances reflecting the three cultures (West Africa, Appalachia, and Native America) as represented in the Arts and Humanities Core Content
  - Decide on use of budget to help extra-curricular groups such as chorus, band, orchestra, and academic team and to purchase supplies as necessary.
  - Work with SBDM Council, principal and other SBDM standing committees to facilitate the development, implementation and monitoring of the School Improvement Plan.
  - Work closely with the first vice president of the PTA or designee to determine programming for in-school performances
  - Other duties as assigned by the principal or council

### STUDENT ACHIEVEMENT COMMITTEE

(Membership - Two Parent & Staff)

#### COMMUNICATION

- Assess needs and develop plans for effective communication among all staff members, parents, and community
- Plan and conduct activities to promote a positive image of the school in our community
- Address staff, parent, and student morale by conducting a morale survey of staff and parents on alternating years.

### **CURRICULUM/EQUITY/RESOURCES**

- Analyze achievement/assessment data to establish curriculum and instructional goals
- Analyze outcomes and assessment in relation to meeting the needs of all children
- Make recommendations pertaining to any changes and/or additions to the school curriculum/equity/resources (i.e. textbook adoption plan)
- Develop plans to improve student performance in all of the academic area and make recommendations for professional development
- Determine reporting processes and instrument to be used for communicating student performance to parents
- Develop the ESS plan and implement according to District guidelines
- Address equity issues
- Other duties assigned by the principal or council

### **TECHNOLOGY**

- Develop, implement and annually update the school's technology plan and KETS budget to support the school's School Improvement Plan
- Submit the Technology Plan, including the KETS budget to the SBDM Council for approval annually
- Assess the staff's needs and plan for professional development to meet these needs
- Participate in professional development activities as presenters when appropriate
- Other duties assigned by the principal or council

## **WELLNESS & RESOURCES COMMITTEE (INCLUDES PBIS)**

(Membership - Two Parents & Staff)

- Annually review and revise (if necessary) the SBDM policies on Discipline, Classroom Management and Safety Plan, Emergency Management Plan, Extracurricular Programs, Instructional and Non-Instructional Staff Time Assignment, Parental Involvement and *Wellness* (Legally required for Primary to grade 5). Draft revisions for council approval/adoption.
- Develop a set of "non-negotiable" school rules consistent with district policies and directives.
- Review/revise the school-wide discipline plan as needed based on feedback and data.
- Recommend discipline and classroom management changes based on annual needs assessments and data gathering.
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- 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.

## **PLANNING & PROFESSIONAL DEVELOPMENT COMMITTEE**

(Membership - Two Parents & Staff)

- Develop, coordinate and administer professional development activities
- Gather input from other SBDM committees to determine professional development needs of the staff
- Formulate an annual Professional Development Plan with the SBDM Council's approval, and submit to the Kentucky Department of Education
- Monitor progress of required PD hours
- Other duties assigned by the principal or council

**If you are interested in serving on any of these committees, please complete the attached form and return it to your child's teacher by Friday, September 14, 2018.**

The complete committee policy as well as all council policies are available on our website at <http://www.veterans.fcps.net/sbdm>.

