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## Policy 9110 QUALITY ASSURANCE ANNUAL REPORT

### Charge from the Vineland Board of Education

The Vineland Board of Education believes that schools operate best when there is a close, cooperative relationship among all stakeholders in the education of our children, including students, parents, teachers, support staff administration and the community, and when the school planning process takes place closest to the point of implementation. In this way, a strong partnership is formed between the school and the community, leading to the formulation of a common commitment to important educational goals and practices which will help all students to attain success.

The establishment of a school-based planning committee in each building, or supervisory area, to be named the School Improvement Team (SIT), which recognizes Board policy; abides by State and federal regulations, and all negotiated agreements between the Board and employee organizations; stays within prescribed budget limits; and promotes ethical practices, would be a great asset to the Vineland Public Schools and make a significant contribution to the operation of our schools.

For these reasons, the Board of Education directs that a School-Improvement Team (SIT) be formed in each building, or supervisory area, following the procedures presented herein.

It is understood that recommendations from the SITs which require Board action arrive as recommendations only, with the final determination to be made by the Board.

### School-Improvement Teams

Each school, or supervisory area, in the Vineland Public School district shall create a School-Improvement Team (SIT). The purpose of the SIT is to provide a collaborative planning process designed to improve educational programs, practices and conditions within the school(s). The SIT shall meet monthly during the school day, and the minutes of all meetings will be maintained and circulated to the District Steering Committee (DISC) and to the Superintendent of Schools. The SIT shall operate within the guidelines of Board of Education policy, the Board of Education budget, State and federal regulations, all negotiated agreements between the Board and employee organizations, and the Board of Education standard of ethics.

All SITs shall operate under the rule of decision-making by consensus. Each SIT must minimally consist of the principal, teachers (50%), and parents (25%). The Open Chair shall be used to assure the participation of other school personnel or community representatives at each meeting. Each SIT will elect its Chairperson by secret ballot for one year term by a majority vote of its members. Any member of the SIT is eligible to be elected Chairperson.

## Make-up of the School-Improvement Teams

On the primary level (Grades K-4), the SIT shall be composed minimally of the following:

Six (6) Teacher Representatives  
Three (3) Parents  
One (1) Principal  
One (1) Open Chair

Note #1: At least one teacher and one parent from each Kindergarten and Pre-First center shall be represented on the SIT of the "home school."

Note #2: The number of team members listed for each level are minimum requirements. If larger numbers are desired, the percentage of teachers (50%) and parents (25%) must be assured.

On the intermediate level, (Grades 5-8), the SITs shall be composed minimally of the following:

Six (6) Teacher Representatives  
Three (3) Parents  
One (1) Principal  
One (1) Open Chair

On the high school level, (Grades 9-12), the SITs shall be composed minimally of the following:

Eight (8) Teacher Representatives  
Four (4) Parents  
One (1) Principal  
One (1) Student  
One (1) Open Chair

N.J.S.A. 10:4-6 et seq.  
N.J.S.A. 47-1A:1 et seq  
N.J.A.C. 6:8-4.3; 6:8-7.1(f)

Adopted: 11 June 1997