

Adopted: May 22, 2017 (NEW) [Mandatory Policy/MSBA Model Policy Modified]
School Board Revised: May 29, 2018
Contact Person: Assistant Superintendent

POLICY 616 SCHOOL DISTRICT SYSTEM ACCOUNTABILITY

I. PURPOSE

To focus public education strategies on a process that promotes high academic achievement for all students and ensures community participation in decisions regarding the implementation of the Minnesota Academic Standards.

II. GENERAL STATEMENT OF POLICY

The District has established a system to uphold the requirement that students gain proficiency in the Minnesota Academic Standards, which includes the Foundational Curriculum Review Cycle. The District has also established a system to review and improve instruction, curriculum, and assessment, which includes input from students, parents or guardians, and local community members. The District is accountable to the public and the state through annual reporting.

III. DEFINITIONS

- A. "Credit" means a student has shown mastery of the academic standards applicable to the course of study.
- B. "World's Best Workforce" means striving to meet school readiness goals; have all third grade students achieve grade-level literacy; close the academic achievement gap among all racial and ethnic groups of students and between students living in poverty and students not living in poverty; have all students attain career and college readiness before graduating from high school; and have all students graduate from high school.

IV. ESTABLISHMENT OF GOALS; IMPLEMENTATION; EVALUATION AND REPORTING

A. District Goals

The School Board has established the Pathways Milestones, District wide goals, which provide broad direction for the District. The Pathways Milestones shall be reviewed annually and approved by the School Board. The School Board must consider adaptations to the Pathways Milestones based on the recommendations of the Pathways Advisory Committee (PAC).

B. Process for Reviewing All Instruction and Curriculum

Incorporated in the Foundational Curriculum Review process is Analysis of the District's progress toward implementation of the Minnesota Academic Standards. Throughout this process, instruction and curriculum shall be reviewed and evaluated by taking into account strategies and best practices, and student outcomes.

C. Implementation of Curriculum

1. The Pathways Advisory Committee (PAC) shall advise the School Board on implementation of the state and local graduation requirements, including K-12 curriculum, assessment, student learning opportunities, and other related issues. Recommendations of this committee shall be published annually to the community. The School Board shall receive feedback from this group and shall adopt or update this Policy at least annually.
2. The School Board shall annually review and determine if student achievement levels at each school site meet federal expectations. If the School Board determines that student achievement levels at a school site do not meet federal expectations and the site has not made adequate progress, the District shall work with the school site to adopt a plan to raise student achievement levels.
3. The educational assessment system utilized by the School Board to measure individual students' educational progress must be based, to the extent annual tests are administered, on indicators of achievement growth that shows an individual student's prior achievement. Indicators of achievement and prior achievement must be based on highly reliable statewide or district-wide assessments. The School Board will utilize models developed by the Commissioner for measuring individual student progress. The School Board must coordinate with MDE in evaluating school sites and continuous improvement plans, consistent with best practices.

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July 28, 2008
September 20, 2010
Reviewed: October 27, 2014
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Revised: May 29, 2018
Contact Person: Assistant Superintendent

REGULATION 616 SCHOOL DISTRICT SYSTEM ACCOUNTABILITY

I. PATHWAYS ADVISORY COMMITTEE

- A. The District’s Pathways Advisory Committee of the School Board (PAC) meets the requirements of Mn. Stat. 120B.11 and other relevant portions of 120B, and is the equivalent of the district advisory committee described therein. The superintendent or designee exercises supervision of curriculum development and recommends curriculum to the School Board, with input from the Pathways Advisory Committee. The Pathways Advisory Committee may also respond to requests for assistance by the superintendent or designee. Committee membership shall to the extent possible reflect the community, its diversity and the diversity of its learning sites. To the extent possible, the committee shall include parents, staff, students, Community and Administration, but parents of children enrolled in the District past or present, shall comprise at least two-thirds of its voting members.
- B. The superintendent/ designee is responsible for curriculum development and for determining the most effective way of conducting research on the District’s curriculum needs and establishing a long range curriculum development program. Timelines shall be determined by the superintendent/ designee that will provide for periodic reviews of each curriculum area.
- C. In developing curriculum, the District will:
1. Provide for articulation of courses of study from PreK through adult.
 2. Identify essential standards for each subject area, course, and grade level.
 3. Ensure evaluation of curriculum and programs to provide feedback for continuous improvement of both.
 4. Provide a program for ongoing monitoring of individual student progress.
 5. Provide for specific, particular, and special needs of all members of the student community.

6. Integrate required and elective course standards in the scope and sequence of the District curriculum.
 7. Consider and meet all requirements of the State law, including World's Best Workforce and Federal law and regulations.
- D. The superintendent/ designee will inform the School Board of all state mandated curriculum changes and will also recommend to the School Board discretionary changes.
- E. The superintendent/ designee has discretionary authority to implement School Board Policy relating to curriculum development.

II. MEMBERSHIP

A. Number of members

1. Each K-12 school building will nominate one citizen as a voting member of the committee. In addition, each building may nominate one additional citizen as an ex officio member. If the voting member is absent when a vote is taken, the ex officio member may cast his or her vote. Building representatives and alternates will have, or will have had, children attending that building.
2. Superintendent/ designee
3. Teachers who lead curriculum and instruction for the District will sit as ex officio members. Their attendance and participation will be under the direction of the Superintendent/ designee.
4. Five representatives from the following District committees (1) Early Childhood; (2) District Diversity; (1) Special Education; (1) Community Education.
5. Three citizens nominated and selected by the School Board, will be appointed as At Large members representing business, senior citizens or other community elements. All At Large members will have, or will have had, children attending school within the District.
6. Parents shall form not less than two-thirds of the members of the committee, in accordance with MN Statute 120B.11, Subdivision 3 and School Board Policy.

B. Appointment of Members

1. Committee members will be nominated by their building principal in consultation with the PTSA or other equivalent parent organization. Nominee names will be sent to the Superintendent/ designee.

2. The Superintendent/ designee will prepare a list of nominees and submit it to the School Board for its approval.

C. Term of Office

1. Committee representatives will serve up to two years.
2. If a school site has difficulty recruiting a representative, the School Board may, at its discretion, reappoint a member for additional terms.

D. Leadership

1. The committee will annually elect a Chair, Vice-Chair and Secretary, unless appointed by the School Board.
2. The Chair will ask for nominations for office for the succeeding year at the last committee meeting. Nominations for all offices will be collected by the Chair and published to committee members.
3. The Chair will perform duties required by the Rules of Order. Vice-Chair will perform the duties of the Chair in his/her absence or incapacity. If, Vice-Chair is absent, the Superintendent/ designee will perform the duties of the Chair in his/her absence or incapacity.
4. The Chair and Superintendent/ designee shall jointly prepare agendas for the committee meeting.

III. FUNCTIONS

- A. The Pathways Advisory Committee serves as a District advisory committee to the School Board. The committee will make recommendations to the School Board on matters related to curriculum and instruction, including:

1. Developing District goals including:
 - a. Use of best practices,
 - b. District curriculum scope and sequence, and
 - c. Achievement for students as a whole.
2. Recommend a specific cycle for continuously reviewing all curricular areas.
3. Recommend a specific Scope and Sequence for each curricular area.
4. Bi-annually review and make recommendations about the District assessment program
5. Contribute curriculum information for the annual report in accordance with Minnesota Statute and Board policy.

IV. MEETINGS

The committee will meet quarterly during the school year. Meetings will occur the first Monday of the month in October, December, March, and May.

V. PROCEDURE

A. Quorum

1. For regularly scheduled meetings, a quorum will consist of those present, as long as that number is not less than 30 percent of the total committee membership.
2. If the Chair calls a special meeting, a quorum will consist of more than half the members of the committee.

B. Rules

The committee will operate under Robert's Rules of Order - Newly Revised except when otherwise stated herein.

VI. REPORTS

A. Annual Report. A copy of the annual report will be distributed in accordance with MN Statute 120B.11, subdivision 5.

B. Committee Operational Reports

1. The Committee will communicate recommendations and reports to the School Board via the best means available.