

HOLBROOK PUBLIC SCHOOLS

**SUBMISSION AND APPROVAL OF THE SCHOOL IMPROVEMENT PLAN**

The principal, in conjunction with the school council, shall be responsible for preparing a written School Improvement Plan, annually. This plan shall be written with the advice of the school council and submitted for approval to the Superintendent and the School Committee.

The written school improvement plan shall be submitted by the principal to the Superintendent and the School committee for review and approval at the June School Committee meeting.

Because the implementation of the plan is dependent on School Committee approval, it is important that the school council be aware of certain expectations of the School Committee regarding the school improvement plan. The school improvement plan should:

1. Provide educational goals focused on the improvement of student learning, consistent with the goals and standards established by the Massachusetts Board of Education and by the School Committee.
2. Align goals with Mission of the school district and any goals and policies established by the School Committee.
3. Specify within the goals expected outcomes and how attainment will be measured using observable and measurable results.
4. Review the areas of professional development, parental involvement, safety, discipline and budget.
5. Indicate anticipated costs for goals; however, the council will have no authority over matters that are subject to chapter 150E, the collective bargaining law and may not expand its scope beyond that established by law or granted by School Committee policy.

If the School Improvement Plan is not approved by the Superintendent and School Committee, it shall be returned to the principal with specific comments as to the reason(s). The principal shall revise the plan in cooperation with the school council, and resubmit it for approval. If the School Improvement Plan is not reviewed by the School Committee within 30 days of its receipt by the committee, the plan shall be deemed to have been approved.

Adopted: September 5, 2007

Amended: Amended April 9, 2008