

School Site Improvement Committees

The Growth and Capital Needs Committee (GCNC) has been charged with studying district needs and issuing findings and recommendations related to new construction, facility additions, per pupil school improvement dollars, capital renewal/improvement, and district technology infrastructure needs. In order to successfully and completely meet the charge with an appropriate level of understanding, it is essential for them to learn of existing needs from each school community. This document defines a standard process that each school will follow to collaboratively identify such needs.

In summary, each school principal will convene a committee that represents student, faculty, staff, parents, and neighborhood patrons of the school and school programs. Each committee is charged with identifying and prioritizing the needs and of the school and then presenting a final report of needs to the GCNC. Identified needs must be of a capital nature, must improve the educational environment of the school, must have a multiple-year life cycle, must have a sustainable plan for funding and maintaining quality, and must be supported by the committee as a whole.

Specifically, each School Site Improvement Committee must work within the following parameters:

1. School committees must include a minimum of 6- 8 participants, including the principal, and be representative of all stakeholders in the school community. Programs and non-school departments must have a minimum of 3-4 participants and represent all stakeholders.
2. Identified projects must be of a capital nature. This means the project will result in an improvement that will benefit the school for many years.
3. Projects may include technology improvements, such as projectors, electrical needs, “smart” boards, etc., but not computers or mobile devices such as iPads.
4. The main focus of the school committee is identification of school improvement projects that would likely not otherwise be funded or be highly prioritized on a district maintenance/capital improvement list. For instance, the committee might consider new/different flooring, paint, furnishings, playfield improvements, stage lighting/sound, etc.
5. School principals and department leadership must submit a list of proposed participant roles to the Deputy Superintendent no later than November 13, 2015 along with a list of the first 3-4 meeting dates.
6. Feedback or approval for committee membership will be provided on Monday, November 16, at which time committee membership can be finalized and meetings can begin.
7. School committees will present prioritized projects to the GCNC per the attached schedule. Presentations will be limited to 15 minutes. Presentation and related materials are due to the Deputy Superintendent no less than one week prior to the scheduled presentation date.

Please address questions to the Deputy Superintendent or Chief Financial Officer. Please enjoy this exciting and energizing work, and take advantage of the opportunity to improve the learning environment for students.

Karin Reynolds
Deputy Superintendent of Schools

Tom Gregory
Chief Financial Officer