

# **Ridgeview Elementary School Accountability Committee**

Adopted: September 2013

## **Purpose**

The School Accountability Committee (SAC) seeks to represent the school community's point of view at large and to make recommendations to the building principal for improving the school. Toward the achievement of this purpose, the SAC, which will meet quarterly, will work in cooperation with the principal to:

## **Committee Responsibilities**

1. Facilitate communication between the school and the community;
2. Determine whether decisions affecting the educational process are advancing or impeding student achievement;
3. Report to students, parents, DAAC, and the School District Board of Education, through the annual school improvement plan, the educational performance of the school and provide data for the appraisal of such performance;
4. Make recommendations to the principal on the school priorities for spending school moneys, including federal funds, where applicable;
5. Discuss safety issues related to the school environment;
6. Any other recommendations to the principal relative to the administration of the program of accountability as provided by state law;
7. Meet at least quarterly to discuss whether school leadership, personnel, and infrastructure are advancing or impeding implementation of the school's Performance, Improvement, Priority Improvement, or Turnaround plan, whichever is applicable, and other progress pertinent to the school's accreditation contract; and
8. Provide input and recommendations to the DAC and district administration, on an advisory basis, concerning principal development plans and principal evaluations. (Note that this should not in any way interfere with a district's compliance with the statutory requirements of the Teacher Employment, Compensation and Dismissal Act.)

## **Composition of Committees**

Each school is responsible for establishing a School Accountability Committee (SAC), which should consist of at least the following seven members:

- The principal of the school or the principal's designee;
- At least one teacher who provides instruction in the school;
- At least three parents of students enrolled in the school;
- At least one adult member of an organization of parents, teachers, and

students recognized by the school; and

- At least one person from the community

### **Officers, Terms and Duties**

A chairperson will be elected from the SAC membership. A vice chairperson and secretary also may be elected. The term of office will be one or two years. Officers will be elected by the majority of the membership present at the last meeting of one year or at the first meeting of the next year. The SAC will encourage terms of membership of two years, but will accept terms of one year. Terms of membership of two years are encouraged so that over this period, members may develop a full understanding of and make significant contributions to the accountability process in the school.

The chairperson will preside at all meetings, appoint subcommittee chair people as needed, and, in general, conduct the business of the committee, as well as develop the agenda with the building principal. The chairperson or secretary, if elected, will take minutes of the meetings, record attendance and provide a written copy for the records.

### **Meetings**

Meetings will be held at least quarterly, but could be monthly during the school year. A schedule of meetings (dates and times) will be established by the SAC at the beginning of each school year.

Special meetings may be called by the chairperson or principal, should the need arise. At least seven days previous notice of special meetings will be given to all SAC members including the principal via phone, email and/or written contact.

Meeting notices will be posted in the same place and manner as notices of Board meetings and in school buildings, as appropriate.

### **Subcommittees**

Subcommittees will be formed as deemed necessary by the chairperson and principal. Subcommittees meeting schedules and plans of work must be approved by the BAAC.

### **By-laws and Amendments**

By-laws will be adopted by the SAC, which are consistent with DAAC By-laws. They may be amended by a majority vote of the SAC membership at any regular meeting.

LEGAL REFERECES: C.R.S. 22-7-107 SENATE BILL 00-186