

POLICY

FRANKLIN TOWNSHIP BOARD OF EDUCATION

File Code: 2240

RESEARCH, EVALUATION AND PLANNING

As required by law, the chief school administrator shall annually direct development or review of district long- and short-range goals and the plan of action to attain them. Objectives shall be developed with community participation and approved by the board of education; the plan of action shall be prepared in consultation with teaching staff members. The district's plans shall be discussed at a public meeting before the date required by law.

Further, the chief school administrator shall coordinate continual research and evaluation of programs and facilities. The master plan shall be studied and revised periodically to keep it in accord with the changing circumstances and aspirations of the district.

State Monitoring

The superintendent shall ensure and coordinate the District Performance Review every three years, in compliance with New Jersey Quality Single Accountability Continuum (NJQSAC). Upon completion of the district's conduct of the District Performance Review, the board shall fix a date, place and time for the holding of a public meeting for approval by board resolution. The board shall comply with meeting procedures specified in N.J.A.C. 6A:30-3.2.

School-Level Planning

By September 30, the chief school administrator shall coordinate development and implementation of a two-year school-level plan based on school report card data. This plan shall include pupil performance objectives, a review of progress by teaching and administrative staff, and the involvement of parents.

The performance objectives shall be based on pupil performance or behavior standards as defined in the administrative code.

At least once per semester, the chief school administrator shall conduct meetings by grade level, department, team or similarly appropriate group to review the school-level plan. The review shall include:

- A. School report card data;
- B. Progress toward achieving pupil performance objectives;
- C. Progress toward achieving core curriculum content standards.

Each chief school administrator shall sign a statement of assurance attesting to these activities on the form prescribed by the commissioner of education.

The chief school administrator shall submit the school's objectives to the county superintendent for review and approval. The report on the achievement of objectives or progress toward benchmarks for the previous year shall be contained in the October 30th annual report.

The chief school administrator will supervise the preparation and timely submission of accurate reports in order to ensure compliance with all Federal, State, County and Local laws and regulations, Board policies, contract terms and conditions. The CSA will promptly prepare and file updates and revisions to reports whenever new information becomes available that would require that an amended report be submitted. The CSA may delegate the preparation and revision of reports to other employees of the Board. However, the CSA retains final responsibility for the action taken when tasks are delegated. If the revisions and corrections are so significant as to compromise the basic integrity of the report, the CSA will inform the Board President in order that appropriate corrective action may be taken by the Board.

Date adopted: 12/15/97

Date revised: 1/9/12

Reference: N.J.A.C. 6:8-4.4
6:8-4.5
6:8-4.6