

## **RESEARCH, EVALUATION AND PLANNING**

The board and the chief school administrator shall develop/review goals and objectives for the district. Annually, as required by law, the chief school administrator shall direct development or review of mandated 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. The chief school administrator shall report to the board quarterly on progress towards all district goals.

The board shall ensure that all state required plans are maintained and updated in a timely manner, including but not limited to the Long Range Facility Plan, the Maintenance Plan and the Technology Plan. Further, the chief school administrator shall coordinate continual research and evaluation of programs and facilities. The chief school administrator shall devise an appropriate instrument to identify/prioritize needs and report those needs to the board of education as necessary, but at least annually as the budget is being developed. The master plan shall be studied and revised periodically to keep it in accord with the changing circumstances and aspirations of the district.

### **Quality Assurance**

By October 30 of each year, the chief school administrator shall provide a Quality Assurance Annual Report (QAAR) to the public at a regular meeting of the board. The report shall include all information specified in the administrative code. This report shall be disseminated to all staff and parents, and made available to the media.

### **School-Level Planning**

By September 30, the principal of each school in the district 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 principal of each school 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 principal shall sign a statement of assurance attesting to these activities on the form prescribed by the commissioner of education.

**RESEARCH, EVALUATION AND PLANNING (continued)**

The chief school administrator shall submit each 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.

<b>Legal References:</b>	<u>N.J.S.A.</u> 18A:7A-10	Evaluation of performance of each school
	<u>N.J.S.A.</u> 18A:7A-11	Annual report of local school district; contents; annual report of commissioner; report on improvement of basic skills
	<u>N.J.S.A.</u> 18A:7A-14	Review of evaluation and reports ...
	<u>N.J.S.A.</u> 18A:7A-14.1	Legislative findings; need for evaluation and monitoring system)
	<u>N.J.S.A.</u> 18A:7A:14.3	Evaluation and monitoring of public school districts; legislative findings and declarations
	<u>N.J.S.A.</u> 18A:7A-14.4	Alternative monitoring and evaluation programs; participation; application
	<u>N.J.S.A.</u> 18A:7F-4	Periodic review of core curriculum content standard by state board; establishment of thoroughness and efficiency standards and cost per pupil
	<u>N.J.S.A.</u> 18A:7F-6	Approval of budget by Commissioner
	<u>N.J.A.C.</u> 6:3-1.6	Reporting and staffing of school districts
	<u>N.J.A.C.</u> 6:8-1.1	Words and terms defined
	<u>N.J.A.C.</u> 6:8-2.1	Reporting requirements
	<u>N.J.A.C.</u> 6:8-2.2	School-level planning
	<u>N.J.A.C.</u> 6:8-3.1 <i>et seq.</i>	Pupil Behavior
	<u>N.J.A.C.</u> 6:8-4.1	Review of mandated programs and services
	<u>N.J.A.C.</u> 6A:24-1.1 <i>et seq.</i>	<i>Urban Education Reform in the Abbott districts</i>
	<i>See particularly:</i>	
	<u>N.J.A.C.</u> 6A:24-1.4, 1.5 and 2.1 through -2.3	
	<u>N.J.A.C.</u> 6A:26-2.1 <i>et seq.</i>	Long-Range Facilities Plans
	<u>N.J.A.C.</u> 6A:30-1.1 <i>et seq.</i>	Evaluation of the Performance of School Districts

Manual for the Evaluation of Local School Districts (August 2000)

<b>Cross References:</b>	*1120	Board of education meetings
	*1220	<u>Ad hoc</u> advisory committees
	*2255	Action planning for T&E certification
	*3510	Operation and maintenance of plant
	*5020	Role of parents/guardians
	*6142.2	English as a second language; bilingual/bicultural
	*6171.4	Special education
	*7110	Long-range facilities planning
	*9130	Committees

\*Indicates policy is included in the Critical Policy Reference Manual.

**Key Words**

Research, Evaluation, Planning, Long-range Plan, Multi-year Maintenance, School Level Plan

Approved: January 18, 1983

Revised: