

Regulation: ~~GAC-R(1)~~

Descriptor Code: ~~Staff Involvement in Decision Making~~

~~Shared decision-making is a process in which persons other than the primary decision-maker play a role in shaping decisions.~~

~~Examples of the shared decision-making process include:~~

- ~~• The primary decision-maker elicits information from and listens with openness to those affected by a decision prior to making the decision.~~
- ~~• The primary decision-maker sets parameters for a decision and then forms a representative committee which develops a plan or makes a decision within those parameters.~~
- ~~• A group representative of the expertise and responsibility needed for the implementation of a decision reaches consensus on a decision.~~
- ~~• A proposal, drafted by an individual or representative group, is offered for reaction to a larger group, then refined and finally published by the original group or person.~~
- ~~• A representative group of teachers, school administrators, and system-wide administrators under the leadership of the central office works on the formulation of a recommendation for matters such as facilities design, academic school calendar, and textbook selection.~~

~~To implement shared decision-making at the school level the following should be considered: The primary decision-maker should make clear the decisions that committees have the authority to make and the ones in which they serve in an advisory capacity.~~

- ~~• The primary decision-maker sets the parameters for shared decision-making committees and the parameters of the issues to be addressed.~~
- ~~• The primary focus of shared decision-making is on enhancing the teaching/learning process and improving student achievement.~~
- ~~• Time should be provided for shared decision-making committees to meet and work.~~
- ~~• Committees should have a part in deciding how the schools allocated resources are utilized within district, state, and federal guidelines.~~

- ~~Committee members should have opportunities to make decisions that are based on the study and use of information on student growth and achievement.~~
- ~~Committees should be given flexibility in making decisions about the delivery of the curriculum.~~
- ~~Committees need the freedom to do their jobs within a framework that includes a system-wide perspective and accountability.~~

Support Services

~~The staff of the central office has the responsibility to respond to and assist schools involved in shared decision-making and to help those schools in the process of moving to shared decision-making. Staff development opportunities, administrative support, staffing flexibility, framework of the curriculum, technical services, and allocation of funds should be provided within budgetary and staff limitations.~~

Responsibilities

~~In implementing shared decision-making, responsibilities shall be as follows:~~

~~Board of Education~~

~~— Policy Development~~

~~Central Office~~

- ~~— Budget Framework~~
- ~~— Communication Plan and Implementation~~
- ~~— Facilities Plan~~
- ~~— Information Management~~
- ~~— Personnel Standards/Screening~~
- ~~— Piloting New Programs~~
- ~~— Research and Development~~
- ~~— Transportation Plan and Implementation~~
- ~~— Vocational Local Plan~~

~~Central Office and School~~

- ~~— Academic School Calendar~~
- ~~— Accountability~~
- ~~— Adoption and Purchase of Textbooks/Core Instructional Materials~~
- ~~— After School Programs~~

- ~~— Attendance~~
- ~~— Communication (Internal and External)~~
- ~~— Community Linkage~~
- ~~— Curriculum Framework~~
- ~~— Facilities Design~~
- ~~— Facilities Operation and Management~~
- ~~— Health and Safety Management Health Services and Social Work~~
- ~~— Information Gathering and Dissemination~~
- ~~— Media Plan and Utilization~~
- ~~— Nutrition Services~~
- ~~— Personnel Standards~~
- ~~— Program and Student Assessment~~
- ~~— Purchasing~~
- ~~— Special Education Plan, Standards, and Implementation~~
- ~~— Staff Development~~
- ~~— Technology Plan and Utilization~~
- ~~— Vocational Standards and Budget Implementation~~

School

- ~~— Budget Implementation~~
- ~~— Communication (Internal and External)~~
- ~~— Curriculum Implementation~~
- ~~— Discipline Management~~
- ~~— Extra/Co-curricular Activities~~
- ~~— Facilities Utilization~~
- ~~— Mission, Beliefs, and Goals~~
- ~~— Special Education Implementation~~
- ~~— Staff Development~~
- ~~— Staff Recommendations~~
- ~~— Student Scheduling and Placement~~
- ~~— Technology Plan~~
- ~~— Testing Implementation~~
- ~~— Vocational Implementation~~

~~Clarke County Schools Date Issued: 6/12/2003~~

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~~These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they~~

are provided as additional resources for those interested in the subject matter of the policy.