Program Review Policy)

- There will be one committee for each content area assessed through the program review process. All certified staff members must actively participate in one committee. Each committee will be assigned a lead who will be responsible for leading meetings, guiding the development of the rubrics and monitoring evidence.
- All certified staff members are expected to submit evidence to support the program review process as outlined by the program review lead.
- Rubrics assessing progress will be completed and submitted to the district for review three times a year. The rubrics will include updated evidence lists, scoring rationales and next steps. The principal will provide copies of these rubrics to SBDM for review.
- Team leads will report program review results and recommendations to the council:
  - December- Writing Committee- team lead will present
  - February- Arts and Humanities Committee- team lead will present
  - April- Practical Living Committee- team lead will present
  - June- Program Review Lead will present
- The council will analyze findings collected through the program review process after each district submission. Based on this analysis the council can determine action steps to strengthen the programs as needed or to amend the school improvement plan to address specific growth areas.
- The principal, in conjunction with the council, will create a professional development action plan taking into consideration the recommendations from the program review committees.
- The program review lead will monitor the process and staff will implement the steps to strengthen the programs.

Program Monitoring

The principal will:

- Ensure curriculum is aligned to Kentucky Core Academic Standards.
- Ensure the implementation of the program review policy.
- Ensure the council annually reviews, revises (if necessary), the program review policy by the May SBDM meeting each year.
- Ensure teachers receive embedded professional development needed to improve instruction in the program review areas.

The council will:

- Ensure staffing allocation decisions are made to support all the school's instructional programs, including program review areas. Each year the council will review the effectiveness of the staffing allocation for supporting the school's programs.
- Receive regular reports from the principal on the availability of resources for supporting the school's program review areas when it makes budget decisions.
- Receive regular reports from the principal on the use of instructional time for supporting the school's program review areas.