

**Draft May 18, 2011**

**Revised October 4, 2011**

**2055R – Quality Process (Rules, Procedures and Guidelines)**

For purposes of effectively initiating and maintaining a participation of certified staff in the labor management process, a district-wide steering committee will foster the growth and development of participative management practices across the district and, to the extent possible, identify and address areas of concern to employees on a district-wide basis. Committee meetings at every level are open to all employees.

Quality Steering Committee (QSC)

The QSC will include representation from ~~key stakeholder groups~~ school board, central administration, principals and teachers. ~~across the district~~. The QSC will provide direction, guidance, and necessary training to the Quality Leadership Teams (QLT). Members will engage in quality initiatives, on a district-wide basis. Minutes will be recorded. The QSC will design and implement a process of communication, relative to the QSC, within the district.

Quality Leadership Teams (QLT)

The QLT will represent specific stakeholder groups. These teams will meet regularly as working groups and as a communication conduit between the QSC and School Implementation Teams. The QLT will make recommendations to the QSC. Minutes will be recorded. Each team should design and implement a process of communication, relative to the QLT, for the district members of the specific stakeholder groups.

School Leadership Teams

Each school will have a School Leadership Team. This team will meet regularly as a working group and communication conduit between the QLT and their school. It will consist of the school principal and/or assistant principal(s), teacher's union steward(s), ~~data coach(es)~~, and 5-7 certified staff, as selected by the certified staff of the building. Minutes will be recorded. Each team should design and implement a process of communication, relative to the School Leadership Team, within the building. The team will work on a) the school improvement plan b) Quality Steering Committee recommendations, and c) promoting, facilitating and implementing the three aims of our district. The School Leadership team ~~will~~ may meet as an expanded committee ~~to include that may include parents or students~~ two to four times per year.