

**School based Decision Making
PROCESS REVIEW**

Per the negotiated agreement between the Jefferson County Education Association and the school district:

"When presented with an appeal, the Coordinating Committee, using the standards set for all schools/sites, will determine if the appeal is a cooperative decision making issue. It is not the purpose of the Coordinating Committee to review site decisions, but to assist in assuring a school based process has taken place. The Coordinating Committee members may be expected to gather appropriate data prior to convening meetings. Coordinating Committee meetings will be convened to review appeals, to collect information from all parties, and to respond with suggestions for process improvement."

Based upon the above definition of the process review procedure, and after you have read about the school based decision making process at your school site, what is the issue you would like to have this committee review?

Please respond to the following questions:

Do you believe the process for school based decision making was followed as defined by the school/site? Please enclose the rules of operation of your committee with this form.

What meetings did you attend where you feel the process was not followed?

With whom have you shared your concerns about the decision making process? Please check all that apply: Principal Accountability Chair

Community Superintendent PTA Leadership

Teacher Other (list below)

_____ , _____

Name/Role in the school/site:

Please list other steps you have taken to resolve this issue at the site:

What do you see as the solution to this issue?

Name of person requesting the process review: _____

Role in the school/site: _____

School/ Site: _____

Home phone number: _____

Date: _____

For questions regarding this form please contact Sue Gill, chair of the Coordinating Committee, at 303-982-6960.

Please mail completed form to:

Sue Gill
Director, Staff Development
Jeffco Schools
1829 Denver West Dr. – Bldg. 27
Golden, CO 80401

It will be reviewed at the next meeting of the Coordinating Committee.

Jefferson County Public Schools
Jefferson County, Colorado

Updated: September 22, 2008