

Independent School District 196
Rosemount-Apple Valley-Eagan Public Schools
Educating our students to reach their full potential

Series Number 805 Adopted July 1987 Revised May 1995

Title **Parent, Staff, Student and Community Participation in Shared Decision-Making**

1. **Definition** – Shared decision-making is a process through which those most affected by a decision – the stakeholders – are involved in that decision whenever possible and appropriate.
2. **Beliefs** – The mission of District 196 can best be accomplished through a shared decision-making process on the following beliefs:
 - 2.1 The district’s size and population requires a shared decision-making process;
 - 2.2 The success of shared decision-making relies on strong leadership in the district;
 - 2.3 All stakeholders, including parents, staff, students and residents, need to be provided an opportunity to be involved in the decision-making process;
 - 2.4 Participants in an effective shared decision-making process need to be informed and trained;
 - 2.5 The shared decision-making process must support student learning, and
 - 2.6 Where and how decisions are made are based on many factors, including but not limited to:
 - 2.6.1 Who has access to the information needed to make the best decision;
 - 2.6.2 Who has the expertise to make the best decision;
 - 2.6.3 Who will implement and be accountable for the decision;
 - 2.6.4 Who will be most affected by the decision;
 - 2.6.5 How much uniformity is needed across the district, and
 - 2.6.6 The amount of time available to make the decision.
 - 2.7 Once these factors are considered:
 - 2.7.1 Some decisions will be made at the district level by a few and some decisions will be made at the district level by many;
 - 2.7.2 Some decisions will be made at the school level by a few and some decisions will be made at the school level by many, and
 - 2.7.3 It must be made clear to those affected where decisions are made, how and by whom.
 - 2.8 The shared decision-making model must be continuously evaluated and, as necessary, modified.

3. **District Office Responsibilities** – The superintendent is responsible for the establishment and communication of a shared decision-making plan which:
 - 3.1 Is consistent with the beliefs stated above;
 - 3.2 Defines the number and nature of decision-making groups and individuals at the district level, and how decisions are made, and
 - 3.3 Defines who is involved in each decision-making group.

4. **School Responsibilities**
 - 4.1 The principal is responsible for the establishment and communication of a shared decision-making plan which:
 - 4.1.1 Is consistent with the beliefs stated above;
 - 4.1.2 Defines the number and nature of decision-making groups and individuals at the school level and how decisions are made, and
 - 4.1.3 Defines who is involved in each decision-making group.
 - 4.2 Each school must have a site council make up of at least seven members, selected by procedures established by the council.
 - 4.2.1 Site councils will meet regularly.
 - 4.2.2 Site council membership will include an appropriate representation of parents and school staff. At middle and high schools, students must also be represented.