

POLICY NUMBER	POLICY SERIES			
<b>4100</b>	<b>4000: Academic Services</b>	EFFECTIVE DATE: <b>04/01/2015</b>	REVISION DATE:	PAGE: <b>1 of 2</b>
SUBJECT: <b>Academic Committee Mission Statement</b>				

**Policy Purpose:** To outline the mission and the parameters of the Applewood Christian School Academic Committee.

**Policy Information:** The ACS Academic Committee is accountable to the ACS School Board.

#### **4100.1 Mission**

The ACS Academic Committee has a threefold mission:

- 4100.1.1 To facilitate the flow of communication between the School Board, administration, teachers, parents, and students.
- 4100.1.2 To ensure all Applewood students are offered a high quality education program which may need reasonable accommodations for various skill levels and interests of students and parents. This will be in keeping within the requirements for graduation and curriculum scope and sequence.
- 4100.1.3 To provide an opportunity for stakeholders to share input concerning academic opportunities, issues, and/or concerns.

#### **4100.2 Parameters**

- 4100.2.1 Makes arrangements for evaluations of student academic levels. This may include reading tests and assessments in other areas to determine if Applewood's program will meet the needs of the incoming students. Additional assessments may be required for students when academic concerns/issues have been indicated by teachers and administrators.
- 4100.2.2 Reviews student academic performance when there are struggles to pass a course(s). Past data such as achievement test scores, cognitive ability test scores, past grades in similar classes, current work ethics, and learning difficulties will be assessed in order to make recommendations and to establish action plans when needed. This may necessitate conferences with parents and students, and/or the School Board as necessary.
- 4100.2.3 Develops and or approves course curriculum, and makes adjustments to meet School Board expectations.
- 4100.2.4 Reviews course content, grading procedures, and assignment requirements if concerns are voiced by teachers, parents, or administration for the purpose of recommending adjustments if necessary.

POLICY NUMBER: <b>4100</b>	POLICY SERIES: <b>4000: Academic Services</b>	EFFECTIVE DATE: <b>04/01/2015</b>	REVISION DATE:	PAGE: <b>2 of 2</b>
-------------------------------	--	--------------------------------------	----------------	------------------------

- 4100.2.5 Reviews concerns or issues related to any of the three mission areas and if need be, makes recommendations to the School Board regarding changes or additions.
- 4100.2.6 Analyzes year end standardized test data (Iowa Basic Tests, etc) for the purpose of assessing school curriculum and making curriculum change recommendations when necessary.
- 4100.2.7 Schedules and conducts parent/student surveys and classroom observations/teacher evaluations (twice per year). It will be the committee's responsibility to review those results and make recommendations to administration when necessary. The administration will be responsible for meeting with each teacher to deliver those results/recommendations.

**4100.3 Members**

To the extent possible the ACS Academic Committee will include but not be limited to representation from Administration, Registrar, Curriculum, Elementary, Junior High, and Senior High.

Signed By:

Board President Jon Clark Date: 4/20/15

Board Secretary Michael Blayton Date: 4-20-15