

# REGIONAL SCHOOL UNIT NO. 13

## Grade 8-12 Transition Advisory Group Charter

### A. Preamble:

*Operating within its original charter (initiated July 2009), the RSU 13 High School Study Group brought forth a preferred recommendation for reorganizing grade eight through twelve programming that was adopted by the RSU 13 School Board on February 4, 2010. This fulfilled the essential mission of the original High School Study Group Charter, and set in motion a plan to reorganize programs of study for grades eight and nine at the former Georges Valley High School facility, and for grades ten through twelve at the former Rockland District High School facility – creating a new and innovative eight through twelve program for RSU 13. The intent is for this reorganized system to be in place and operational for the beginning of the school year in September 2011. With the RSU 13 School Boards adoption of this plan, it is recommended that this working group's charter be renamed, revised, and reauthorized within the general charge of now overseeing the implementation of this important initiative, and to fully realize the potential for improved student performance within this plan. With the endorsement of the RSU 13 School Board, the Grade 8-12 Transition Advisory Group (8-12 TAG) will continue to research and advocate for best practices in educational programming for this unique configuration, and provide on-going leadership for restructuring and reform in tandem with organizing and monitoring the work plan leading to successful implementation. It is further recommended that the study group continue to work closely with Great Schools Partnership as an independent, facilitative agent in helping to guide this process and in providing needed support services.*

### B. Charge:

- To oversee the implementation of the grades 8 - 12 reorganization as adopted by the RSU 13 School Board, and within the written parameters (see page 2) of this charter by:
  - establishing a 'work plan' that identifies progress benchmarks leading to successful implementation and a realistic timeline for accomplishing same
  - commissioning specific work groups to accomplish work plan objectives – maximizing the participation of staff and involving other constituencies within the school community when it is appropriate to the task
  - assessing professional development needs and designing methods and strategies for on-going training efforts that support reorganization and improved student achievement
  - regularly reviewing the work plan and directing modifications as necessary
  - regularly reporting to the RSU 13 School Board regarding work plan progress
- To maximize the efficient use of resources and to guide the development of grade 8 – 12 programs of study that remain within the framework of available resources.
- To identify and advocate for over-arching best practice themes and concepts that will guide recommendations for program restructuring and reform, high school accreditation efforts, and policy considerations.
- To advance the highest priority pedagogical and instructional design components contained within the Many Flags proposal, within the constraints of the RSU's resources.

### C. Membership:

- The 8-12 TAG will consist of:
  - Superintendent (serves as study group chair)
  - Director of School Improvement (serves as project facilitator)
  - Principals assigned to the 8-9 and 10-12 schools & one mid-level principal.
  - Two RSU 13 Board Members (selected by RSU 13 School Board)
  - Two secondary teachers – one from RDHS & one from GVHS & three mid-level teachers from respective mid-level schools (selections facilitated by principals)
  - Two community members – one from former MSAD 5 & one from former MSAD 50
  - Invited (non-voting) participants for special purpose discussions
- Group members continue for the life of the charter. If replacements become necessary, they will be selected as were the original members or appointed by the chair.

- Great Schools Partnership will serve as an independent, facilitative agent in helping to guide the continuing work of the 8-12 TAG.

**D. Parameters:**

- The 8-12 TAG **will** consider issues and options related to:
  - Academic programs of study (offerings, tracks, coordination with MCST, community-based educational opportunities, etc.), and the expansion of learning pathways.
  - Co-curricular programs & activities in coordination with the RSU 13 Activities Committee
  - Professional development
  - Best practice recommendations for program restructuring and reform, high school accreditation efforts, and policy considerations.
  - Required staffing patterns and programming needs.
  - Work plan development and progress monitoring
- The 8-12 TAG **will not** consider issues and options related to:
  - Negotiated contract issues
  - Assignment of faculty
  - Naming of reorganized schools or programs

**E. Meetings:**

- Project facilitator serves as clearinghouse for creating and sending agendas, maintaining minutes and records of study group's work.
- Meetings to be held monthly as determined by the study group members.

**F. Decision-Making Procedures:**

- Needed decisions within the purview of the 8-12 TAG's work will be made by working for consensus. When consensus is not attainable and decisions are 'time sensitive', voting will be employed.
- **The RSU 13 School Board will make final determinations regarding substantive 8-12 TAG recommendations via the established committee and policy review procedures that guide RSU 13 School Board operations.**

**G. Communications:**

- To maintain transparency, 8-12 TAG will post agendas, meeting summaries, work materials, and communications via an RSU 13 website maintained by the Project Facilitator. The website will feature the work plan for implementation created along with monthly progress notes. Meeting agendas will be posted in advance to allow for public attendance.
- At the conclusion of each meeting the 8-12 TAG will identify points that summarize the work accomplished. These summary points will also offer a common set of communication points, meeting to meeting, that can be shared with various constituencies.
- Communication needs of various constituencies will be monitored on a continuing basis and appropriate strategies and methods will be employed to disseminate, share, and gather pertinent information.
- Study Group Chair to serve as media contact

**H. Roles:**

- Study Group Chair will facilitate regular meetings or delegate that role if necessary. The chair will provide regular progress updates to the RSU 13 School Board.
- Project Facilitator – organizes and keeps the study groups efforts 'on track,' plans meetings, creates agendas, prepares materials, serves as a liaison with Great Schools Partnership (GSP), and maintains communications with committee members.

**I. Charter Life:**

- May 6, 2010 – September 1, 2011