

Policy 103: Long-Range Needs Assessment Process

Status:
ADOPTED

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Long-range needs assessment enables the school district to analyze assessment data, get feedback from the community about its expectation of students and determine how well students are meeting student learning. The board will conduct ongoing and in-depth needs assessment, soliciting information from business, labor, industry, high education and community members, regarding their expectations for adequate student preparation.

In conjunction with the in-depth needs assessment of the school district, the board will authorize the appointment of a committee, representing administrators, employees, parents, students and community members, to make recommendations and assist the board in determining the priorities of the school district in addition to the basic skills areas of the education program.

At least every five (5) years the board shall conduct an in-depth needs assessment, soliciting information from parents, students, business, labor, industry, higher education, and community members, regarding their expectations for adequate student preparation. One purpose of this assessment is to assist the board in developing and evaluating a statement of philosophy for the school district. The second purpose of this assessment is to determine the areas of student performance, knowledge, and attitudes and the areas of school district operations which are judged to be the most crucial in meeting school or school district goals. As part of its assessment, the board shall develop a process for communicating with business, industry, labor, and higher education regarding their expectations for adequate student preparation. The statement of philosophy shall describe the board's beliefs and topics which shall include the nature of learning, the purpose of the school district, the scope of educational experiences that the school district should provide, the nature of its learners and a description of a desirable learning atmosphere.

It is the responsibility of the CEO to ensure the school district community is informed of students' progress on state and locally determined indicators. The CEO will report annually to the board about the means used to keep the community informed.

As a result of the board and committee's work, the board will determine major educational needs and rank them in priority order; develop long-range goals and plans

to meet the needs; establish and implement short-range and intermediate-range plans to meet the goals and to attain the desired levels of student performance; evaluate progress toward meeting the goals and maintain a record of progress under the plan that includes reports of student performance and results of school improvement projects; and annually report the school district's progress made under the plan to the committee, community and Iowa Department of Education.

Legal Reference:

[Iowa Code §§ 21; 256.7; 280.12.](#)

[281 I.A.C. 12.8\(1\)\(b\).](#)

Approved 8/5/2022 _____ Reviewed _____