

Policy 103: Long-Range Needs Assessment**Status:** ADOPTED**Original Adopted Date:** 12/11/1990 **Last Reviewed Date:** 4/10/2023

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 goals. The board will conduct ongoing and in-depth needs assessment, soliciting information from business, labor, industry, higher 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.

The Highland Community School District will provide feedback to staff, parents, administrative team, board members and community members through the following district communication formats: local newspapers, scheduled staff development meetings, notifications printed in Highland Highlights Newsletter, student achievement data reported in the Highland Annual Progress Reports sent to all patrons of the district, and reports by the SIAC (School Improvement Advisory Committee) Committee. Recommendations made by the SIAC Committee shall be reported annually to the Highland Board of Directors.

It is the responsibility of the superintendent to ensure the school district community is informed of students' progress on state and locally determined indicators. The superintendent 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 educational 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.

NOTE: This is a mandatory policy. Boards should add their local process in the third paragraph. For more detailed discussion of this issue, see IASB's Policy Primer, Vol. 13 #1 - February 15, 2000.

Legal Reference: Iowa Code §§ 21; 256.7; 280.12.
281 I.A.C. 12.8(1)(b).

I.C. Iowa Code

Iowa Code § 21

Iowa Code § 256.7

Description[Open Meetings](#)[DE - Duties of State Board](#)

Iowa Code § 280.12

[Uniform School Requirements - School Improvement Advisory Committee](#)

I.A.C. Iowa Administrative Code

281 I.A.C. 12.8

Description

[General Accreditation Standards - Student Achievement](#)

Cross References

Code

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Description

[Educational Philosophy of the School District](#)

200.03

[Responsibilities of the Board of Directors](#)

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[Ad Hoc Committees - Exhibit](#)

602.01

[Curriculum Development](#)

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[Curriculum Implementation](#)

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[Curriculum Evaluation](#)

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[Insufficient Classroom Space](#)

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