SITE-CENTERED DECISION-MAKING (SCDM) MATRIX

Admin - Topic is discussed in SCDM and a recommendation or suggestion is provided to admin. However, the final decision is with the adminstrator.

SCDM/Admin - Topic is discussed in SCDM and a joint agreement between SCDM and admin is reached.

SCDM - Topic is fully under the purview of SCDM and admin has a single vote.

Budget		ADMIN	SCDM/ADMIN	SCDM
Staffing allocation Support services Instructional support Per-pupil	District develops staff allocations given to each school	X		
Building-based budget	Buildings determine expenditures within established parameters and guidelines. The building principal will make the monthly financial summary reports available to the SCDM team. These reports include: • Annual allocation and changes • Source of funds (vocational, special education, etc.) • Budget and expenditures to date by category and/or department		X	
Building Stipend Budget	Given the parameters of each building's Extra Work allocation, the SCDM team shall determine the pay for each additional Extra Work assignment. Upon recommendations by the SCDM team, the signature of the TEA building representative, and approval of the building administrator, discretionary building funds will be disbursed for eligible activities.			X
Athletic/ASB activities	District provides basic allocations with supplemental funding generated at building (ASB)	X		
Categorical guidelines	District office allocates resources consistent with funding requirements	X		
Categorical program expenditures/extra pay for extra work	Buildings determine expenditures within established parameters and guidelines		X	
Pursuit and Acceptance of Grants by School Staff at School Sites	Decisions to pursue or accept building-based grants should be made consistent with the SCDM processes at the school site. Additionally, any requirements of the grant process itself, including staff votes of support, must be followed.			X
Requests for funding innovative programs	Apply through district budget process			X
Student Support		ADMIN	SCDM/ADMIN	SCDM
Individual student discipline	Buildings are responsible for administering Student Behavior Support Plans within established policy and WAC 392-400-110.		X	
School-Wide Supervision	School-wide supervision, school activities, and control will be shared equitably by all staff members. The SCDM process shall be used to establish a procedure to insure equitable participation. Supervision schedules shall be submitted to the Association by October 15 annually, or more frequently in the event that any changes are made to the schedule.			X

		ADMIN	SCDM/ADMIN	SCDM
Program development/alternatives	Building staff create strong relationships with students and families to support positive behavior development.		X	
Interscholastic and athletic activities	Interscholastic athletic program offerings determined at district level to ensure equity	X		
Clubs and Extracurricular Activities	Buildings develop an activity based on student needs and interests			X
Community Partners	Ensuring access to community partners to provide approved services and support to students		X	
Staff Development		ADMIN	SCDM/ADMIN	SCDM
District Optional Hours allotted to building based activities	Extra work consistent with options established by the SCDM team and per contract language			X
Late Start 1st Wednesday Professional Development	Create the structure/agenda for the hour		X	
Late Start 5th Wednesday Activity	Determine the the content of the late-start for that week			X
Waiver Days (Data Days)	Create the structure/agenda for the day (per section 45.G of the CBA)			X
Support Services		ADMIN	SCDM/ADMIN	SCDM
Transportation	District with individual building requests accommodated when possible. Parameters for new schedules will be reviewed at sites prior to their finalization	X		
Custodial	Building and district office together. Evaluation is completed by principal and custodial supervisor	X		
Food Services	District allocates staffing with building input on menus	X		
Data processing information services	District with individual building requests accommodated when possible	X		
Discretionary purchase- building level	Buildings determine what to purchase with district expertise and input. Central coordinates purchases as necessary for compliance and bid competitiveness.		X	
District communication/publications	District with building input. Central coordinates district-wide publications and provides assistance and support for building-level publications.		X	
Maintenance/grounds	District coordinates maintenance schedule with buildings on priority basis.	X		
Facility and field use	Building and district coordinate facilities use with priority given to building events		X	
Capital improvements	Capital improvement plan serves as a basis for major building level improvements		X	
Small capital projects	Small capital projects may be generated at the building level		X	

		ADMIN	SCDM/ADMIN	SCDM
Building Level Committees	Employees who are expected to represent their site colleagues on building level committees should be selected for such representation by their appropriate constituents. The SCDM shall oversee the election or selection of employees who serve as representatives on building committees.			X
School level communication	Schools responsible for development and implementation of their communication plan		X	
Security and Safety	Each site will have a Safety Committee with members selected in line with WAC 296-800-130.		X	
Curriculum & Instruction		ADMIN	SCDM/ADMIN	SCDM
Core curriculum development	Core curriculum is established at the district level with building input to assure equity and is required for all students	X		
Common curriculum development	Available to all students in district but students have options. Common curriculum includes courses available but not required for all students in the district	X		
Building level curriculum development	Courses are offered specific to a building but may not be available to all students in the district			X
Instructional strategies	Building staff are responsible to utilize a variety of instructional strategies to improve student achievement		X	
Purchase of adopted materials and texts	The district coordinates purchase of adopted materials and texts. Schools may request funding for and use of alternate materials, texts, and/or strategies which correlate directly to specific learning outcomes	X		
Technology	The district coordinates the development and acquisition of technology to assure efficiency based upon district standards	X		
Instructional technology support	Schools identify needs with the district providing on-site assistance.	X		
State/district adopted assessments	Tests and other assessments are administered at school sites with scheduling and scoring coordinated by the district	X		
School and classroom-based assessment and reporting	School sites are responsible for assessing and reporting student progress		X	
Graduation outcomes/Promotion policy	Standards established at district level with responsibility for implementation at each school	X		
Personnel		ADMIN	SCDM/ADMIN	**SCDM**
Selection of teaching staff	District facilitates process following state and federal guidelines and negotiated agreement provisions with recommendations made at the building level. Building staff and parents may be involved in hiring process.		X	
Building Level Master Schedules	Each spring, enrollment projections shall be shared with the SCDM teams for the purposes of developing master schedules, allocating resources, and planning for the successful transition and assignment of students.		X	

		ADMIN	SCDM/ADMIN	SCDM
Alternate Schedule for Individual Staff	Employees at school sites may voluntarily work an alternate schedule subject to review by the SCDM process and administrative approval when such a schedule is in response to program needs and services.		X	
Selection and assignment of building administrators	The district facilitates the process for the selection and assignment of building administrators with input from the staff and the community	X		
Selection of classified staff	District facilitates; building staff and parents may participate and make recommendations	X		
Staff assignment within buildings	Assigned by principal consistent with state and federal guidelines and the negotiated agreement with staff input as appropriate	X		
Transferring building administrative staff	Superintendent assigns and may seek input of administrator, supervisor, building staff, and parent teams.	X		
Evaluations		ADMIN	SCDM/ADMIN	**SCDM**
Continuous Achievement Process	Schools must participate in the contiuous achievement process (CAP) or high school accreditation review.		X	
Evaluation of program located in multiple sites	Programs occurring at more than one site will have a coordinated evaluation with input from the sites	X		
Evaluation of site-specific programs	School sites will evaluate programs as determined through the continuous achievement process (CAP).		X	
Evaluation of district pilot program located at a specific site	Successful pilot programs, if replicated in other sites, will have a coordinated evaluation process		X	
Review Mission, Vision, and Building Initiatives	Annually each site will review the mission, vision, and building initiatives and revise as needed.			X
Self-evaluation of the SCDM process	Each site shall conduct an annual self-assessment of its SCDM process.			X

Revised 10/11/2021