



West Branch - Rose City Area Schools

*THE SCHOOL OF CHOICE FOR EDUCATIONAL EXCELLENCE...
YOUR FUTURE BEGINS HERE!*

NOTICE OF VACANCY

~ Internal Posting ~

DATED: August 30, 2023

POSITION: **School Improvement Chair**
Surline Elementary School

DUTIES:

1. Attend district improvement team meetings.
2. Attend Blueprint district network meetings weekly.
3. Collaborate with the principal to complete the following school improvement tasks:
 - a. Facilitate collection of stakeholder survey data.
 - b. Collaborate on the completion of the continuous improvement plan goals within the MICIP platform.
 - c. Evaluate the impact of continuous improvement initiatives on student achievement.
 - d. Present the evaluation of the continuous improvement plan effectiveness to the district improvement team in June.
 - e. Plan continuous improvement meetings at the building level.
 - f. Implement continuous improvement strategies and activities at the district and building level.
 - g. Facilitate data analysis at the building level to determine the effectiveness of strategies.

SALARY: \$1,500 Per school year

EFFECTIVE DATE: 2023-2024 School Year

REPORTS TO: Building Principal

APPLICATION: Submit letter of interest/application to:
Heather Phelps, Director of Curriculum and Instruction
phelpsh@wbrc.k12.mi.us
SUBJECT LINE: SI Chair [Insert your last name]

CLOSING DATE: September 11, 2023

Statement of Compliance with Federal Law

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