

**Suggested**

**2018-19 School Site Council Timeline/Checklist**

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| **Month** | **Title I and LCFF School Site Council Activities** |
| **Meeting 1**  **September** | 🞏 School Site Council Elections (if needed)  🞏 School Site Council Roster  🞏 First SSC meeting (by September 30)  🞏 SSC Training, if needed (every 2 years)  🞏 Develop meeting calendar |
| **Meeting 2**  **Oct.- Dec.** | 🞏 Monitoring of 2018-19 SPSA with discussion/approval of revisions to plan/budget  🞏 SSC approves 2018-19 School Parent & Family Engagement Policy and Compact, based on new ESSA templates, if this has not been completed.  🞏 SSC Student Data Presentation with release of student data & SSC Feedback  🞏 Needs assessment for 2019-20 SPSA revisions |
| **Meeting 3**  **Nov./Dec.** | 🞏 Monitoring of 2018-19 SPSA with discussion/approval of revisions to plan/budget  🞏 Prioritize student need and goal development for 2019-20 SPSA  🞏Discussion of any changes to personnel funded with LCFF or Title I |
| **Meeting 4**  **Jan.- Mar.** | 🞏 Monitoring of 2018-19 SPSA with discussion/approval of revisions to plan/budget  🞏 Annual Evaluation of 2018-19 SPSA |
| **Meeting 5**  **Mar. – Apr.** | 🞏 Final revisions to 2019-20 SPSA  🞏 Approval of final draft of 2019-20 SPSA  🞏 SSC approves 2019-20 School Parent & Family Engagement Policy and Compact |
| **Additional Meeting**  **May-June** | 🞏 Share district draft LCAP with SSC/Community  🞏 Adjustment to SSC by-laws if needed  🞏 Plan for 2019-20 SSC Election if needed |