***School Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***



**School Site Council (SSC)**

**Legal Mandates and Recommendations**

**There is no legal requirement concerning the number of meetings held, however the starred items require evidence of completion through election materials and meeting minutes. There should be enough meetings held to complete all required activities.**

**Date Accomplished:**

|  |  |
| --- | --- |
|  | **\*Selection/Election of SSC Council (with election materials and ballots kept on file)** |
|  | **\*Professional Development and Training for SSC-Roles and Responsibilities (every 2 years and for new members)** |
|  | **Development of SSC Bylaws-Recommended** |
|  | **Develop Meeting Calendar for the current school year** |
|  | **\*Review Student Achievement Data** |
|  | **Coordinate with the Safety Committee regarding the Safe School Plan-Recommended** |
|  | **\*For Sites who have ELAC -Coordinate with ELAC to review programs for English learners** |
|  | **\*Obtain Recommendations from ELAC and other school site advisory, standing and special committees regarding the Single Plan for Student Achievement** |
|  | **\*Revise the School Plan for Student Achievement with advice of SSC.** |
|  | **\*Approval of School Plan for Student Achievement by School Site Council and recorded in the SSC minutes.** |
|  | **\*Monitor the implementation of the School Plan for Student Achievement, adjust and reallocate funds as necessary with approval of SSC.** |
|  | **\*Evaluate the effectiveness of the School Plan for Student Achievement** |
|  | **\*Obtain signatures of principals, SSC chairperson and ELAC representative (if applicable)** |