*School Name:*



**School Site Council (SSC) 2017-18**

**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 2017-18** |
|  | **\*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 Single Plan for Student Achievement with advice of SSC.** |
|  | **\*Approval of Single Plan for Student Achievement by School Site Council and recorded in the SSC minutes.** |
|  | **\*Monitor the implementation of the Single Plan for Student Achievement, adjust and reallocate funds as necessary with approval of SSC.** |
|  | **\*Evaluate the effectiveness of the Single Plan for Student Achievement** |
|  | **\*Obtain signatures of principals, SSC chairperson and ELAC representative (if applicable)** |