

School Plan for Student Achievement Planning Process - Monitoring and Implementation Milestones

Month	Action
September	Update Annual Measurable Outcomes (Baseline/Actual data) with most recent CAASPP data (if needed)
	Hold first SSC meeting (by September 30) <ul style="list-style-type: none"> • Develop SSC meeting calendar • Provide an overview of the current SPSA to SSC
	Schedule a SSC Training (for new members or every 2 years)
	Submit School Site Council membership roster with member contact information and meeting calendar to State and Federal Programs
October	Budget provides site level Title I/grant carryover funding
	SSC monitors current year's SPSA - discuss/approve revisions to plan/budget
	SSC approves current year's School Parent & Family Engagement Policy and Compact, based on new ESSA templates.
November	Begin Mid-year Review of the current year's SPSA measurable outcomes.
	Document PDSA process results (if needed)
December	Complete Mid-Year Review of the current year's SPSA measurable outcomes.

If specific date is not assigned, assume expected completion by the end of the month.

Please submitted all School Site Council related documents to State and Federal Programs: Lisa Torres at Lisa-Torres@scusd.edu and Kelley Odipo at Kelley-Odipo@scusd.edu.

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	<p>Prep for One-Stop staffing</p> <p>Using Mid-year review and other local data - Discuss changes to personnel funded with LCFF or Title I with SSC</p>
	<p>Discuss next year's budget with SSC</p>
	<p>Document PDSA process results (if needed)</p>
	<p>Sites receive budget/staffing allocations</p>
January	<p>Review California Dashboard results in preparation for next year's SPSA development process</p>
	<p>SSC monitors current year's SPSA - discuss/approve revisions to plan/budget</p>
	<p>Document PDSA process results (if needed)</p>
	<p>Continue/Refine SPSA Needs Assessment, Problem Statement, Driver Diagram, PDSA</p>
March	<p>Document PDSA process results (if needed)</p>
	<p>SSC monitors current year's SPSA - discuss/approve revisions to plan/budget</p>
	<p>Add final Title I allocation and carryover to budget and SPSA</p>
	<p>Share draft LCAP with SSC/Community</p>

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	Continue/Refine SPSA Needs Assessment, Problem Statement, Driver Diagram, PDSA
	Begin Annual Evaluation of current year's SPSA
April	Document PDSA process results and transfer relevant information to next year's SPSA
	Share draft LCAP with SSC/Community (if not completed in March)
	Complete Annual Evaluation of current year's SPSA
	Finalize SPSA Needs Assessment, Problem Statement, Driver Diagram, PDSA
	Prioritize student need and goal development for next year's SPSA
May	SSC approves finalized SPSA
	Hold SSC elections (if needed)
	Adjust SSC By-laws (if needed)
June	Board adopts LCAPs, SPSAs and budget

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