

# What is the School Site Council?

San Diego County Office of Education  
2015

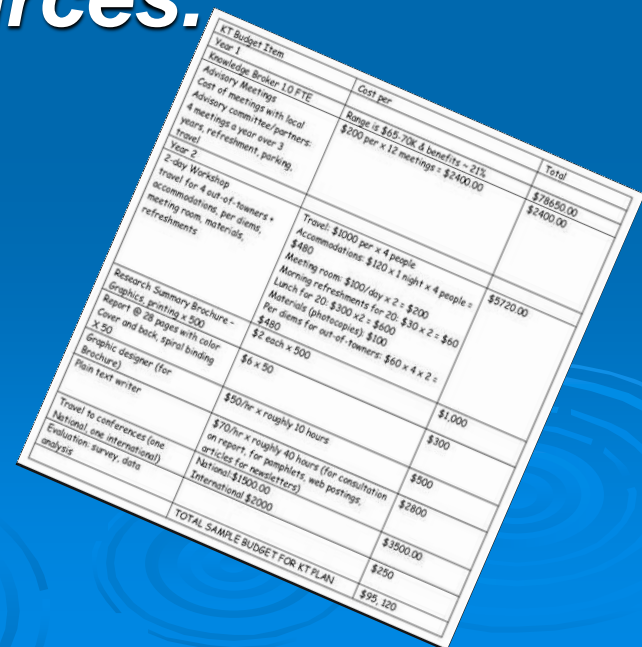
updated September 2018

***Education should be a joint effort of parents, teachers, administrators, and other school staff - those whose common goal is the success of all students...***



# Legislative Intent

- **Ed code requires the SSC to develop, and annually revise, the Single Plan for Student Achievement for programs funded by the Consolidated Application and other funding sources.**



KT Budget Item	Cost per	Total
Year 1		
Knowledge Broker: 1.0 FTE		
Advisory Meetings		
Cost of meetings with local	Range is \$65,700 & benefits - 21%	
Advisory committee/partners:		
4 meetings a year over 3		
years, refreshment, parking,	\$200 per x 12 meetings = \$2400.00	
Travel		
Year 2		
2-day Workshop		
travel for 4 out-of-town +		
accommodations, per diem,		
meeting room, materials,		
refreshments		
Travel: \$1000 per x 4 people		
accommodations: \$120 x 1 night x 4 people =		
\$480		
Meeting room: \$100/day x 2 = \$200		
Morning refreshments for 20: \$30 x 2 = \$60		
Lunch for 20: \$300 x 2 = \$600		
Materials (photocopies) \$100		
Per diem for out-of-town: \$60 x 4 x 2 =		
\$480		
\$2 each x 500		
Research Summary Brochure -		
Graphics, printing x 500		
Report @ 28 pages with color		
Cover and back, spiral binding		
Brochure		
X-90		
Graphic designer (for	\$6 x 50	
Plain text writer		
Travel to conferences (one	\$50/hr x roughly 10 hours	
National, one international)		
on report for roughly 40 hours (for consultation		
articles for pamphlets, web postings,		
Interview: \$1900.00		
International \$2000		
TOTAL SAMPLE BUDGET FOR KT PLAN		\$3800.00
		\$280
		\$95, 120

# ***Consolidated Application Federal Funds***

- Title I: Part A. Helping Disadvantaged Children Meet High Standards (NCLB Sec. 101)
- Title II: Part A: Teacher Quality (NCLB Sec. 2101)
- Title III: LEP Students, (NCLB Sec. 301), and Immigrant funds
- We do not currently qualify for Title I funds.

# *State Funds with SPSA Requirements*

- LCFF Base Funds
- LCFF Supplemental
  - Designed for target students, but should reach all students
- Prop 20 (Lottery Funds)
- Learning Loss Mitigation Funds

# LCFF and SPSA

- The state Local Control Funding Formula is funded at the district level
- From LCFF regulations:
  - *Local Control Accountability Plan (LCAP) must be consistent with school plans*
  - *The information in the LCAP may be supplemented by information contained in other plans.*
  - *Best Practice -The LCAP should be shared with, and input requested from, school site level advisory groups (such as SSC) to facilitate alignment between school-site and district-level goals and actions.*
- SSCs do not have any governance authority over the LCFF funds

# ***Responsibilities of the SSC***

- **Analyze the academic achievement of the students at the school, including sub-groups. Develop plans to meet the needs identified by the data.**
- **Work with other school advisory and parent groups, regarding developing/revising the SPSA. (ELAC-mandatory)**
- **Get input from all school stakeholders for the SPSA .**



# *Responsibilities of the SSC*

- Approve the SPSA and all proposed expenditures, in accordance with all state and federal laws (e.g. Title 1) and regulations.
- Provide on-going monitoring of the implementation of the SPSA.
- Annually evaluate the effectiveness of the SPSA.
- Recommend SPSA to the Board of Trustees for their approval.



# ***Responsibilities of the SSC Members***

- **Participate in reviews of the SPSA and school programs for compliance/ quality.**
- **Attend meetings regularly and share the experience and information with others (those you represent).**
- **For Program Improvement Schools -work with the district to ensure that the improvement plans are appropriate and integrated into the SPSA.**

# Areas Outside the Scope of School Site Councils

- School management
  - Policy-making
  - Political organizations
  - Site personnel decisions
  - Acting as a grievance committee
  - Fund-raising
  - Acting as an extension of the PTSA or site social group
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*Adapted from CTA SSC presentation*

# Composition of an Elementary SSC

**The SSC shall be composed of the principal and:**

- Classroom Teachers selected by teachers at the school, with classroom teachers comprising the majority of the SSC staff
- Other school personnel selected by other school personnel at the school
- Parents of pupils attending the school selected by such parents
- Community members if selected by parents.

**Selection will be according to by-laws if those exist (recommended). Keep records of the process.**

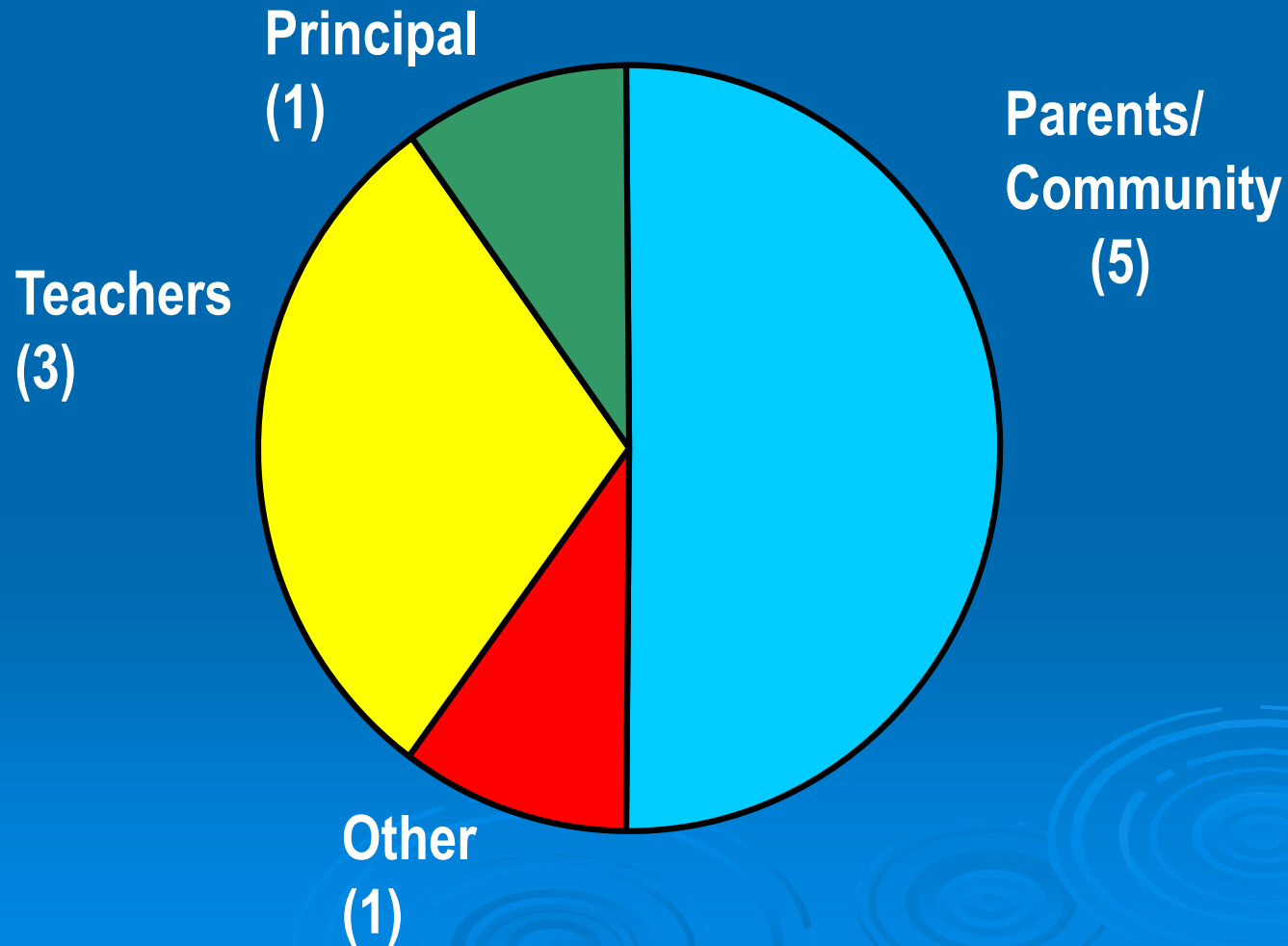
# The Principal

- The law is very clear that the principal is an active, voting member of the council
- SSC attendance and responsibilities can not be assigned to a vice principal or other designee permanently
- He/she has no administrative authority over the council\*
- In addition, the principal may not veto a decision of the council, or make plan or budget changes, without SSC approval

Source: California Institute for School Improvement (CISI)

\*Source other than CISI

# Elementary Configuration



# How to Run Meetings

- Meetings are subject to the requirements of the Greene Act and Robert's Rules of Order
  - Notice of the meeting must be posted at the school site or other accessible place at least 72 hours before the meeting.
  - The notice must specify the date, time and place of the meeting and the agenda, and indicate which items will be voted on (Action)



# Meetings



- Meetings must be open to the public. (Brown Act)
- The public may address the council on any item within jurisdiction of the council.
- The council cannot act on any action unknown when the agenda was posted unless, by unanimous vote, it finds a need for action unknown when the agenda was posted. (*RARE*)
- Questions and brief statements of no impact on pupils or employees that can be resolved by providing information need not be described on the posted agenda.
- If these procedures are violated, upon demand of any person, the council must reconsider the item at its next meeting, after allowing for public input on the item.





# Accountability

The School Board, Administration and SSC have separate but related responsibilities. Should an impasse occur, several remedies are available:

- The council may appeal to the district board.
- The administration may recommend the Board not approve a plan.
- Individuals may file a formal complaint under the district's Uniform Complaint Procedure.
- The local governing board may develop policies to regulate or inform councils and staff in the performance of their duties.

# Important Categorical Concepts

## ➤ Allowable Expenditures with Categorical Funds:

- Must be reasonable and clearly delineated within the approved SPSA
- Must relate to SPSA goals for academic achievement and the funding guidelines
- Must be supplemental; beyond the base/core program.

# Thank You!

As a member of the SSC, your voice represents those of your direct stakeholders.

Your input is always welcome at meetings.

We are looking forward to a great year!