



School Site Council (SSC)

Agenda/Minutes

TITLE I AND NON-TITLE I SCHOOLS

Requirements and District Practices that need to be documented on SSC agenda and minutes with member signatures

Principal initial/ date when item is completed	Timeline to Plan, schedule and include in Agenda/Minutes	Requirements and District Practices
	April/May or Sept./Oct.	SSC Selection/Election (Requirement)
	After the SSC election (by October)	SSC Professional Development and Training -Roles and Responsibilities for representatives elected (Requirement)
	After the SSC election (by October)	SSC Meeting Calendar for the school year (District Practice)
	August-October	SSC plan and develop Single Plan for Student Achievement (SPSA) including ELAC and other advisory committees (Requirement)
	August-January	SSC annually review and revise the plan and proposed expenditure of funds (Requirement)
	September-November	SSC is informed of the Title I School's Annual Meeting to the Parents
	September-November	SSC develops Bylaws (District Practice)
	Sept./Oct. or May/June	SSC provides assistance with the development of the school level Parent Involvement Plan (PIP) and School Parent Compact (Requirement)
	October	SSC approves the SPSA , sign and date Recommendation and Assurance Page (Requirement)
	December-February	SSC approves School Accountability Report Card (SARC) (Requirement)
	December to May	SSC monitor the implementation of SPSA (Requirement)
	January-February	Mid-Year Evaluation of the effectiveness of the Single Plan for Student Achievement (SPSA) (District Practice)
	June-August	End of Year Evaluation of the effectiveness of the Single Plan for Student Achievement (SPSA) (Requirement)
	At scheduled meetings	SSC Review Student Achievement Data (Requirement)
	At scheduled meetings	SSC seek advisory from ELAC – at site with 21 or more ELs, and other site advisory and special committees (Requirement)
	At scheduled meetings	SSC provides advisory and feedback on expenditures using Local Control Funding Formula (LCFF) (District Practice)
	Determined by School Safety Office	SSC coordinates with the Safety Committee on the Safe School Plan (District Practice)



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School Name: La Vista Center School Year: 23-24

Program Administrator: Eric Anderson SSC Chair: Myesha Jackson

Meeting Date: 2/26/24	Meeting Location: La Vista Library or Zoom.
Starting Time: 3:30 pm	Ending Time: 4:30pm

Participants: Elected SSC Council Members. All staff, parents and members of the public invited. Submit sign-in sheet with the completed meeting minutes/notes.

Item/Time Limit	Actions Requested	Person Responsible
1. Call to Order (1 minute)		Chair
Comments/Parent Advice		
2. Roll Call (1 minute)		Secretary
Comments/Parent Advice		
Eric Anderson – Administrator Myesha Jackson – Chairperson Monta Said – ViceChair Brigitte Tarrin – Secretary		
3. Additions/Changes to Agenda (1 min.)		Chair
Comments/Parent Advice		
4. Reading and Approval of Minutes (2 min.)		Secretary
Comments/Parent Advice		
Team approved minutes from 8/28 site council meeting.		
6. Public Comment (1 min.)		Chair
Comments/Parent Advice		



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***Under the Open Meeting Law, no action related to public comment may be acted upon at the meeting. Issues raised at the meeting may be scheduled for another SSC meeting, as approved by the council. Public comment is generally limited to two minutes per person.**

8. New Business (45 min.)		Principal
<ul style="list-style-type: none"> - Review of previous Action Plan/ SPSA Goals - Propose new action plan - Input, ideas for new SPSA actions to support action plan. 		
9. Adjournment (1 min.)		Chair/Principal
Comments/Parent Advice		

Prepared By: Eric Anderson Date: 2/16/24

Attach sign-in sheet

Send completed Agenda/Minutes and sign-in sheet to the Office of Student Learning Assistance

Questions: