



School Advisory Council Agenda
September 14, 2016 □ Alumni Room □ 3:30 p.m.

Time	Agenda Item	Speaker	Objective and/or notes
3:30-3:40	Welcome and Introductions	Mrs. Feder and Mrs. Beswick, all	<ul style="list-style-type: none"> ● Agenda creation and public forum. Student, parent and staff report at the beginning of each site meeting
3:40-	Public Comment	Open Forum	
3:45-4:10	Purpose and responsibilities of School Site Council	SAC Chairs, Mr. Belzer	<ul style="list-style-type: none"> ● Elect/confirm Chair, Co-Chair (time-keeper), Secretary ● Provide Site based input for for school goals and District LCAP ● Approve and monitor Single Plan For Student Achievement ● Allocate Resources according to school priorities ● Provide council and feedback regarding school issues and practices
4:10-4:20	School resources	Mr. Belzer	<ul style="list-style-type: none"> ● District Funds: \$20,000 ● \$ for AS Tutorial ● Parents Group Funds: review and discuss, provide feedback
4:20-4:35	School Goals (SPSA) and WASC Process	Mr. Belzer,	<ul style="list-style-type: none"> ● Prepare all students for college and career ● Prepare all students to be self-directed and persistent learners ● All students demonstrate civic and socially responsible behavior
4:35-4:45	Professional Development Requests	Mr. Lien	<ul style="list-style-type: none"> ● English Dept. to ● WL Teacher to BAYFLP
4:45-4:55	Announcements	All	<ol style="list-style-type: none"> 1. Panther Preview Day: 10/ 25 2. HS Info Night: 11/2 3. SMUHSD Board discussion around late start 4. PSAT Schedule 10/19



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4:55-5:00	Future Agenda Items	All	<ul style="list-style-type: none"> ● Meeting Norms ● District LCAP (and LCFF) ● Student Wellness and Support Services ● School projects input
	2016-'17 Meeting dates		9/14, 10/5, 11/5, 1/11, 2/8, 3/8, 4/12, 5/10

SAC Responsibilities:

To provide input, monitor and evaluate the Single Plan for Student Achievement (SPSA).
 Allocate professional development funds according to school goals.
 Provide input/feedback for fundraising priorities.

The California *Education Code* requires the school site councils to:

1. Measure effectiveness of improvement strategies at the school.
2. Seek input from school advisory committees.
3. Reaffirm or revise school goals.
4. Revise improvement strategies and expenditures.
5. Recommend the approved Single Plan for Student Achievement (SPSA) to the governing board.
6. Monitor implementation of the SPSA.

[Note: CDE Website](#)

SAC members should have knowledge of, review and monitor:

- Student achievement data including UC/CSU eligibility rates, CAASPP scores and results, CELDT scores, attendance and suspension rates, etc.
- Implementation of school improvement efforts
- District policies, State and federal requirements
- The core instructional program
- Discretionary and categorical funds

Officers:

In order to conduct school business effectively, the school site council needs officers with stated responsibilities and authority including:



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- A chairperson to organize, convene, and lead meetings of the school site council. Sign all letters and reports of the school site council. Work with Principal to develop meeting agendas.
- A vice chairperson to serve in the absence of the chairperson
- A secretary to record actions taken at MPC meetings and keep council notes. Keep a register of names and email addresses of each member of the MPC
- A parliamentarian to resolve questions of procedure, often with the help of Robert's Rules of Order or similar guide
- Other officers as necessary to perform stated duties in support of the work of the school site council

Composition of a Secondary School Site Council

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At the secondary level, the SSC shall be constituted to ensure parity between (a) the principal (1), classroom teachers (5), and other school personnel (1), and (b) equal numbers of parents or other community members (3) selected by parents, and students (3).