



Chula Vista Elementary School District

SSC Suggested Timeline and Meeting Resources

Month(s)	Item	Suggested Standing Items
July/August	<ul style="list-style-type: none"> Hold elections for new members. Elect positions such as chairperson, vice-chair, secretary, etc. Provide SSC 101 Training to all members Determine SSC schedule for the year 	<ul style="list-style-type: none"> Report progress on SPSA (achievement data, attendance, professional learning, etc.) DAC/DELAC report ELAC report PTA/PTO report Budget update LEAD programs PBIS report
August/September	<ul style="list-style-type: none"> Share school data from previous school year Review current SPSA and gather input for any modifications on goals, actions, expenditures based on new information. Discuss Comprehensive School Safety Plan and gather input Title I schools review and gather input to update Parent Family Engagement Policy** 	
October	<ul style="list-style-type: none"> Approve revised SPSA* Approve Comprehensive School Safety Plans* 	
November/December	<ul style="list-style-type: none"> Review Estimated Budget for following school year. Discuss and vote on site-funded employee reductions/layoffs for following school year* (provide to HR by January). 	
January/February	<ul style="list-style-type: none"> Present on District LCAP and gather input 	
March/April	<ul style="list-style-type: none"> For Title I schools, conduct Title I Annual Evaluation** Present draft of NEW SPSA using estimated budget allocations and gather input from SSC and ELAC. Sign Budget Assurances Page** (and submit to Budget Department). 	
May	<ul style="list-style-type: none"> Approve draft of NEW SPSA* (include minutes and Title I Annual Evaluation with submission) 	

*Required ACTION item

**Requirement, but no action or vote needed

Updated 7.19.24