



**SCHOOL
SITE
COUNCIL
(SSC)**

PURPOSE, COMPOSITION AND RESPONSIBILITIES

PURPOSE

Every school with a County District School (CDS) code assigned by the California Department of Education (CDE) shall establish a **School Site Council (SSC)** as the decision-making council for all programs funded through the Consolidated Application (ConApp). California Education Code 64001(a) requires districts receiving state, federal and other applicable funding through the Consolidated Application (ConApp) process ensure that participating schools prepare a School Plan for Student Achievement (SPSA). The SPSA is a blueprint to improve the academic performance of all students to the level of the targeted performance goals of the Every Student Succeeds Act (ESSA) and the District's Local Control Accountability Plan (LCAP) Scorecard. Further, the SSC is responsible for developing, revising and adopting the comprehensive school safety plan and the SPSA with its proposed expenditure of all categorical funds. In addition, the SSC must ensure that a school meets all federal parental involvement mandates, specifically, the development and approval of the school-level Title I Parent and Family Engagement Policy, the Title I School-Parent Compact, and the Title I parent and family engagement budget.

COMPOSITION

Elementary schools/Primary centers:

- Councils will consist of no fewer than ten (10) members and be constituted to ensure parity
- Half the membership will be staff, including the principal (or designee); Classroom teachers must be the majority
- Other school personnel
- The other half will be parents or legal guardians and may include community members, if the parents vote to assign their parent member seats to community members and subsequently elect the community members. This composition must be recorded in the bylaws

Middle/High and Option schools:

- Councils will consist of no fewer than twelve (12) members
- Half of the membership will be staff including the principal (or designee); Classroom teachers must be the majority
- Other school personnel
- The other half will be students and parents or legal guardians and may be a community member, if the parents vote to assign their parent member seats to community members and subsequently elect the community members. This composition must be recorded in the bylaws
- There does not need to be parity between the parents and students on the parent/student portion of the SSC. However, it is recommended that schools maintain parity in this section

by forming a SSC of at least 12 members

MAJOR RESPONSIBILITIES OF MEMBERS

- Ensure that all federal parental involvement mandates are met, specifically:
 - The development and approval of the school-level Title I Parent and Family Engagement Policy.
 - The development and approval of the Title I School-Parent Compact.

- Develop, review and adopt the SPSA in consultation with relevant stakeholders



- and, where applicable, with the English Learner Advisory Committee (ELAC).
- Respond in writing to written (Attachment A) recommendations from ELAC within 30 calendar days or at the next School Site Council meeting.
 - Review the school's SPSA, data and proposed categorical budget expenditures at every meeting.
 - Review and revise the SPSA annually to align all goals, strategies and categorical funds to the identified instructional needs of students and to the District's priorities.
 - Develop the Integrated Safe School Plan.