



San Diego Unified School District
Office of Accountability
Monitoring and Accountability Reporting



2013-14 SCHOOL SITE COUNCIL/DISTRICT ADVISORY COUNCIL TIMELINE GUIDE

August/September	October	November	December	January
<p align="center"><u>DAC Meeting: 9/18/2013</u> Executive Meeting: 9/2/2013</p> <ul style="list-style-type: none"> • State Assessments Overview (2015) • Consolidated Application Reporting System (CARS) Fall Data Collection/Title II and III expenditure reporting (target release 9/1) • Administrative Circulars: <ul style="list-style-type: none"> ❖ <i>SSC Training/Rosters</i> ❖ <i>Categorical Expenditures</i> ❖ <i>Site Title I Requirements</i> ❖ <i>Modification of Site Plans for 2013-14 School Year</i> • District Initiative Updates • Training: What is the ConApp? 	<p align="center"><u>DAC Meeting: 10/16/2013</u> Executive Meeting: 10/2/2013</p> <ul style="list-style-type: none"> • 2013-14 DAC Election Committee • Accountability Progress Report • Title I Programs • Final vote on Parent Involvement Policy • Training: TBD 	<p align="center"><u>DAC Meeting: 11/20/2013</u> Executive Meeting: 11/6/2013</p> <ul style="list-style-type: none"> • 2013-14 DAC Executive Board Nominations • Consultation of Title I Ranking/Budget • Training Categorical Guidelines • DAC Bylaws • Mini-Training: How to navigate sandi.net 	<p align="center"><u>DAC Meeting: 12/18/2013</u> Executive Meeting: 12/4/2013</p> <ul style="list-style-type: none"> • 2013-14 DAC Executive Board Elections • Consultation of Title I Ranking/Budget Continues • District Projects Updates • New DAC Member Orientation 	<p align="center"><u>DAC Meeting: 1/15/2014</u> No Executive Meeting</p> <ul style="list-style-type: none"> • Site Safety Plans • Consultation of Title I Ranking/Budget Continues • Training: What is the LEA Plan?
<p align="center"><u>SSC</u></p> <ul style="list-style-type: none"> • <u>Monitor SPSA implementation</u> <ul style="list-style-type: none"> ❖ <i>Modify or eliminate ineffective activities</i> ❖ <i>Identify obstacles</i> ❖ <i>Examining categorical budget expenditures</i> ❖ <i>Review Assessment Data</i> • <i>Seek school committees' input</i> • <i>Adjust SPSA and budget as needed</i> • Call for nominations/ SSC Elections • Prepare for SSC review: <ul style="list-style-type: none"> ❖ <i>Bylaws</i> ❖ <i>Site Title I Parent Involvement Policy</i> ❖ <i>Home/School Compact</i> • Conduct Annual Title I Parent Meeting <p>SPSA Workshops: 8/19, 8/21, 8/22, 8/26, 8/27 SSC Elections Training: 8/28</p>	<p align="center"><u>SSC</u></p> <ul style="list-style-type: none"> • Conduct Annual Title I Parent Meeting • Complete SPSA for SDUSD Board Approval due 10/14/2013 • Conduct SSC elections (After completion and approval of SPSA and prior to 10/31/2013) <p>SSC Legal Responsibilities & Best Practices: 10/14, 10/15, 10/17</p>	<p align="center"><u>SSC</u></p> <ul style="list-style-type: none"> • Review district assessment results • Review and revise current SPSA goals based on data results • Revise goals as necessary • Review SSC responsibilities (new member orientation) • SSC Roster due 11/2/2013 • SSC Bylaws due 11/2/2013 • Title I Parent Meeting Verification due 11/2/2013 <p align="center">SSC Rosters, Bylaws and TI Parent Meeting Verification form due to Monitoring and Accountability Reporting</p> <p>SSC Legal Responsibilities & Best Practices: 11/4, 11/5, 11/6</p>	<p align="center"><u>SSC</u></p> <p align="center">Begin checking status of salary transfers and make budget adjustments if necessary.</p>	<p align="center"><u>SSC</u></p> <ul style="list-style-type: none"> • Discuss and prioritize changes for next year • Review tentative budget allocations for next year • Seek school committees input <p align="center">Check status of salary transfers and make budget adjustments if necessary.</p> <p align="center">TENTATIVE SSC – SPSA & Budget Training: 1/21, 1/22, 1/28</p>



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February	March	April	May	June/July
<p><u>DAC Meeting: 2/19/2014</u> Executive Meeting: 2/5/2014</p> <ul style="list-style-type: none"> • Board Approval of Title I Ranking/Budget • 2013-14 CARS- Winter Data Collection/ Allocations and Reservations. (TBD) • LEA Plan Revisions • Title I Programs • LEA Plan Timeline • Training: Categorical Budget Review 	<p><u>DAC Meeting: 3/19/2014</u> Executive Meeting: 3/5/2014</p> <ul style="list-style-type: none"> • DAC Budget Update • Testing Information • District Projects Update • Annual Parent Involvement Policy review begins 	<p><u>DAC Meeting: 4/16/2014</u> No Executive Meeting</p> <ul style="list-style-type: none"> • LEA Plan revisions to Board of Education • Title I Parent Involvement Policy review begins • CARS Spring Data Collection/Reporting and requisition funds (TBD) • Training: Categorical budget revision process 	<p><u>DAC Meeting: 5/21/2014</u> Executive Meeting: 5/7/2014</p> <ul style="list-style-type: none"> • Title I Parent Involvement Policy review begins 	<p><u>DAC Meeting: 6/11/2014</u> Executive Meeting: 6/4/2014</p> <ul style="list-style-type: none"> • School Achievement Awards • Perfect Attendance Awards • District Projects Update
<p><u>SSC</u></p> <ul style="list-style-type: none"> • Review district assessment results (Middle Schools) • Review and revise current SPSA goals based on data results • Review 2013-14 categorical balances and ramp up spending in preparation for year- end deadlines <p>Check status of salary transfers and make budget adjustments if necessary</p> <ul style="list-style-type: none"> • Set 2014-15 goals based on student data • Seek school committees' input • Decide on categorical budget changes and priorities • Complete and record both categorical budgets and rationales in SBB. 	<p><u>SSC</u></p> <ul style="list-style-type: none"> • Review 2013-14 categorical balances and ramp up spending in preparation for year- end deadlines <p>Check status of salary transfers and make budget adjustments if necessary.</p>	<p><u>SSC</u></p> <ul style="list-style-type: none"> • Review district assessment results • Review and revise current SPSA goals based on data results • Review 2013-14 categorical balances and ramp up spending in preparation for year- end deadlines • Review possible carryover balances and address possible carryover plans for next year if allowable <p align="center">TENTATIVE</p> <p>SSC Annual Categorical Budget Balancing Training: 4/30</p>	<p><u>SSC</u></p> <ul style="list-style-type: none"> • Optional - Call for nominations for next year's SSC elections • Review district assessment results • Review and revise current SPSA goals based on data results • Review 2013-14 categorical balances and ramp up spending in preparation for year- end deadlines • Finalize categorical resource balances <p align="center">TENTATIVE</p> <p>SSC Annual Categorical Budget Balancing Training: 5/1, 5/6</p>	<p><u>SSC</u></p> <ul style="list-style-type: none"> • Optional - SSC elections • Optional - Call for nominations for next year's SSC elections • Review district assessment results • Review 2013-14 categorical balances and ramp up spending in preparation for year- end deadlines • Finalize categorical resource balances