**2021-2022 School Site Council/District Advisory Council Timeline Guide**

[LCAP: Parent Friendly](http://go.boarddocs.com/ca/sandi/Board.nsf/goto?open&id=BXAQ8Q62A0CE)

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| **August/September** | **October** | **November** | **December** | **January** |
| **DAC Meeting: 9/15/2021**  **Executive Meeting: 9/1/2021**   * SSC-DAC Timeline (feedback opportunity) * DAC Year at a Glance * Parent Involvement Update * District Initiative Updates * 2021-22 DAC Election Committee * LCAP 2030 Update * 2020-21 Title I Distribution Process   **Administrative Circulars:**  SSC Training/Rosters  Categorical Expenditures  Site Title I Requirements  SPSA Modifications  **Training:** LCFF Form Collection Process-determining the Title l Ranking for 2022-23 | **DAC Meeting: 10/20/2021**  **Executive Meeting: 10/6/2021**   * 2021-22 DAC Executive Board Nominations * DAC Bylaws Review * Parent Engagement Update * LCAP 2030 Update * Summer School 2020-21 Data * Title I History and Intent * Draft BOE Presentation   **Training:** New Member Training | **DAC Meeting: 11/17/2021**  **Executive Meeting: 11/3/2021**   * 2021-22 DAC Executive Board Elections * Title l 2020-21 Site Balances * Title l Program Review/Centralized Services * LCAP Presentations/Update * Parent Involvement Update * Results of DAC Board of Education Presentations (DAC Vision and Priorities) * Evidence Based Assessments and Data Analysis Process | **DAC Meeting: 12/15/2021**  **Executive Meeting: 12/1/2021**   * Consultation of Title I Programs- School Needs and District Program Priorities * District Projects Updates * LCAP Presentation * Parent Involvement Update * Update Parent Involvement Update   **Training:** Title l Guidelines | **DAC Meeting: 1/19/2022**  **Executive Meeting: 1/5/2022**   * Title 1 Allocation Discussion * Continue Consultation of Title I Programs- School Needs and District Program Priorities * State of the Budget * LCAP Update/Presentations * Parent Involvement Update * CA Dashboard (data/update from State)   **Administrative Circulars:** SPSA Modifications  **Training:** Preparing for the 2022-23 Budget Planning 101 |
| **SSC**   * Call for nominations/SSC Elections * Conduct SSC Elections * Conduct Annual Title I Parent Meeting   **Monitor SPSA implementation**   * Review Assessment Data * Complete SPSA Evaluation * Prepare for SSC review/approval: * 2021-22 SPSA * Bylaws * Parent and Family Engagement Policy * School Parent Compact | **SSC**   * Site Safety Plans   **Monitor SPSA implementation**   * Review Assessment Data * Prepare for SSC review/approval Continue: * 2021-22 SPSA * Bylaws * Parent and Family Engagement Policy * School Parent Compact   **Training**: SSC Roles and Responsibilities  **Due 10/5/2021:** SSC Roster (original)  **Due 10/5/2021:** 2021-22 SPSA  **Due 10/29/2021:**   * SSC Agenda/Minutes (documenting Elections/New members, UCP, etc) * SSC Bylaws and TI Parent Meeting Verification Form | **SSC**  **Monitor SPSA implementation**   * Modify or eliminate ineffective activities * Identify obstacles * Examining categorical budget   expenditures   * Review Assessment Data * Review and revise SPSA   as necessary | **SSC**  **Monitor SPSA implementation**   * Modify or eliminate ineffective activities * Identify obstacles * Examining categorical budget   expenditures   * Review Progress Monitoring/Assessment Data * Review and revise SPSA   as necessary | **SSC**  **Next FY SPSA Budget Development Prep**   * Conduct Shoolwide Program needs assessment * Conduct ELAC Needs Assessment * Check status of salary transfers for positions funded from Title l and make budget adjustments, if necessary * Identify priorities, meet with stakeholder groups * Discuss and prioritize changes for next year * Review tentative budget allocations for next year * Conduct SPSA Evaluation rough draft   **Training:** SBB (for Principals) |

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| **February** | **March** | **April** | **May** | **June/July** |
| **DAC Meeting: 2/16/2022**  **Executive Meeting: 2/2/2022**   * DAC Presentation to the Board of Education-Title l Budget Priorities * District Title I Programs Review (tentative) * Board of Education Title l Allocation/Ranking * LCAP Update/Presentations * Parent Involvement Update   **Training:** SPSA Process 101 | **DAC Meeting: 3/16/2022**  **Executive Meeting: 3/2/2022**   * Annual District Family Engagement Policy Review * Feedback from DAC Presentation to the Board of Education-Title l Budget Priorities * LCAP Update/Presentations * District Projects Update * Parent Involvement Update   **Training:** SPSA Monitoring Data and Smart Goals to complete the SPSA Evaluation | **DAC Meeting: 4/20/2022**  **Executive Meeting: 4/6/2022**   * Assessment Progress and Monitoring for SDUSD * Categorical/Spending Deadlines * Annual District Family Engagement Policy Review 22-23 * Parent Involvement Update * LCAP Update/Presentation   **Training:** Year End Closeout Processes and Deadlines | **DAC Meeting: 5/18/2022**  **Executive Meeting: 5/4/2022**   * District Project update * Annual District Family Engagement Policy Review 22-23 * Parent Involvement Update * LCAP Update/Presentation   **Training**: Evidence Based Strategies | **DAC Meeting: 6/8/2022**  **Executive Meeting: 6/1/2022**   * DAC Presentation to the Board of Education-Year in review * End of Year Awards: School Achievement and Attendance * DAC Recommendations for Title l Carryover- based on site needs assessment * Parent Involvement Update * LCAP Update/Presentation |
| **SSC**  **Monitor SPSA implementation**   * Modify or eliminate ineffective activities * Identify obstacles * Examining categorical budget   expenditures   * Review Progress Monitoring/Assessment Data * Review and revise SPSA   as necessary   * **Next Fiscal Year SPSA Development** * Identify priorities, meet with stakeholder groups * Review tentative budget allocations for next year * Set Budget plan based on student data, needs assessment, and stakeholder feedback * Complete Categorical Budgets for 2022-23 | **SSC**  **Monitor SPSA implementation**   * Review 2021-22 categorical balances and expenditures in preparation for year- end deadlines * Modify SPSA based on balances and year end close out   Review Assessment Data   * Review/approve 2021-22 Family Engagement Policy AND the School Parent Compact | **SSC**   * Review 2021-22 categorical balances and expenditures in preparation for year- end deadlines   **Monitor SPSA implementation**   * Modify or eliminate ineffective activities * Identify obstacles * Examining categorical budget   expenditures   * Review Assessment Data * Review and revise SPSA   as necessary   * **Next Fiscal Year SPSA Development** * Identify priorities, meet with stakeholder groups * Revise, update, and approve the 2022-23 SPSA. | **SSC**   * Review 2021-22 categorical balances and expenditures in preparation for year- end deadlines * Optional - Preliminary call for nominations for next year’s SSC elections   **Monitor SPSA implementation**   * Modify or eliminate ineffective activities * Identify obstacles * Examining categorical budget   expenditures   * Review Assessment Data * Review and revise SPSA   as necessary | **SSC**   * Review 2021-22 categorical balances and expenditures in preparation for year- end deadlines * Optional - Preliminary call for nominations for next year’s SSC elections   **Monitor SPSA implementation**   * Modify or eliminate ineffective activities * Identify obstacles * Examining categorical budget   expenditures   * Review Assessment Data * Review and revise SPSA   as necessary |

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