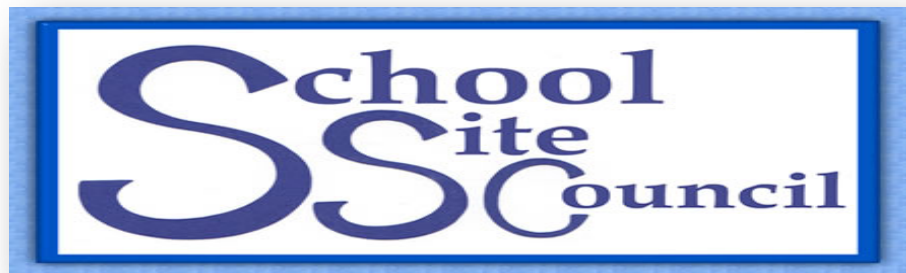


The Roles and Responsibilities of School Site Council Members



**Morongo Unified School
District**



What is a School Site Council (SSC)?

A **School Site Council (SSC)** is a group of teachers, parents, administrators, and interested community members who work together to develop and monitor a school's improvement plan. It is a legally required decision-making body for any school receiving federal funds.

The California Legislature believes that the individuals who are most affected by the operation of the school should have a major role in the decisions regarding how a school functions. Education should be a joint effort of parents, teachers, administrators, and other school staff. The actions of the School Site Council are the first step in a formal process for developing improvement strategies and for allocating resources to support these efforts.

The SSC decides upon the focus of the school's academic instructional programs and all related categorical resource expenditures for a school.



A SSC is a school-community representative body made up of:

- Principal
- Teachers
- Other School Personnel
- Parents or Community Members
- Students (at the Secondary Level)

What does a School Site Council do?

- Develops and approves the Single Plan for Student Achievement (SPSA)
- Sets and/or reviews school goals and selects specific improvements
- Establishes budgets based upon the SPSA
- Recommends and submits site plan to Board of Education for approval
- Reviews and modifies the SPSA
- Monitors and evaluates implementation of SPSA and resulting student achievement
- Assesses effectiveness of planned strategies, activities and remedies
- Participates in local, state, and federal reviews of the school's program for compliance and quality;
- Collaborates with other Advisory Groups (English Learner Advisory Committee -- ELAC, Gifted and Talented Education -- GATE, School Advisory Committee -- SAC)
- Obtains recommendations from school site advisory, standing, and special committees regarding the focus of the school's SPSA
- Completes English Learner Advisory Committee (ELAC) tasks (if the SSC has ELAC authority).
- Encourages parent, family, and community involvement
- Encourages broad representation of parents, community members, teachers and students, if appropriate
- Includes all socioeconomic, ethnic, and programmatic groups represented in the school-community.
- Develops and oversees Title I Parent Involvement Policy and Home-School Compact.

How do I get involved?

- If you are a parent, guardian or community member, you will need to be elected by the parents and guardians of the students.
- Elections may use ballots or voice vote. Election procedures should be outlined in the bylaws of the SSC.
- SSC seats are not reserved for any group or individual
- Nondiscrimination policies must be observed (membership is not restricted to any group)

How wonderful it is that
nobody need wait a single
moment before starting to
improve the world.

-Anne Frank

The main task of the SSC is to develop a Single Plan for Student Achievement (SPSA) for the school every year.

The intent of the Single Plan for Student Achievement is to create a cycle of continuous improvement of student performance, and to ensure that all students succeed in reaching state academic standards. The school plan serves as an official document in audits to determine appropriate expenditures of categorical funds. Categorical funds are federal and state monies that are available for specific purposes. Below is description of these funds.

State Funds:

Economic Impact Aid/State Compensatory Education (EIA/SCE)

- Purpose: To help educationally disadvantaged students succeed in the regular program. EIA/SCE is a program supporting additional educational services for students achieving below grade level. This fund should help these students in the Core Program.

Economic Impact Aid/English Learner Program (EIA/LEP)

- Purpose: To develop fluency in English and academic proficiency of English Learners. EIA/LEP funds should help to develop fluency in English and academic proficiency of English Learners.

School/Library Improvement Block Grant (SLIBG)

- Purpose: To improve school response to educational, personal and career needs of all students. SLIBG is a program for K-12 students to improve instruction, services, school environment and organization at school according to plans developed by School Site Councils.

Targeted Instructional Improvement Grant (TIIG)

- Purpose: A program for K-12 to improve the academic achievement of the lowest performing students. TIIG is a program providing funding to previous participants in court ordered desegregation and voluntary integration programs to support court-orders still in force and to provide instructional improvement for low achieving pupils.

Federal Funds:

Elementary and Secondary Education Act (ESEA)

No Child Left Behind (NCLB) Title I:

- A K-12 program to provide Supplemental Educational Support to low-achieving children in high poverty schools, English Learners, Migrant Children, children with disabilities, neglected or delinquent children, and young children in need of reading assistance. Provides professional development supportive of student achievement and promote parent education and involvement.

Title I: School-wide Program

- Purpose: Upgrade the entire educational program of the school.

Title I: Targeted Assistance Program

- Purpose: Help students achieving below grade level with proficiency.
- Allowable Expenditures
 - Expenditures are allowable if they:
 - Provide an effective means of achieving the purposes of the program funding source
 - Are a reasonable use of limited resources
 - Are necessary to achieve the goals of the plan
 - Provide Supplementary services for eligible students.
 - Funds "Supplement (add to), and not Supplant (replace)" state and local expenditures

Acronyms and Specialized Terms

Listed below are acronyms most often associated with programs funded through the Consolidated Application and are generally used in the “education world”. Most of the acronyms are "hot-linked" to information on the topic of the acronym:

ACRONYM	STANDS FOR	WEB ADDRESS
ADA	Average Daily Attendance	http://www.cde.ca.gov/ds/fd/ec/
ADA	Americans with Disabilities Act	http://www.usdoj.gov/crt/ada/adahom1.htm
API	Academic Performance Index	http://www.cde.ca.gov/ta/ac/ap
APS	Academic Program Survey	http://www.cde.ca.gov/ta/lp/vl/improvtools.asp#aps
BTSA	Beginning Teacher Support and Assessment	http://www.btca.ca.gov
BTPP	Bilingual Teacher Training Program	http://www.cde.ca.gov/sp/el/bt
CAHSEE	California High School Exit Examination	http://www.cde.ca.gov/ta/tg/hs/
CBEDS	California Basic Educational Data System	http://www.cde.ca.gov/ds/ss/cb
CBEST	California Basic Educational Skills Test	http://www.ctc.ca.gov/credentials/CAW-exams.html#CBEST
CDE	California Department of Education	http://www.cde.ca.gov
CELDT	California English Language Development Test	http://www.cde.ca.gov/ta/tg/el
COE	County Office of Education	http://www.cde.ca.gov/re/sd/co/index.asp
COP	Committee of Practitioners (Title I)	http://www.cde.ca.gov/sp/sw/t1/practitioners.asp
CPM	Categorical Program Monitoring	http://www.cde.ca.gov/ta/cr/cc
CSAM	California School Accounting Manual	http://www.cde.ca.gov/fg/ac/sa
CSIS	California School Information Services	http://www.cde.ca.gov/ds/sd/cs
CSR	Comprehensive School Reform	http://www.cde.ca.gov/ta/lp/cs/

ACRONYM	STANDS FOR	WEB ADDRESS
CTC	Commission on Teacher Credentialing	http://www.ctc.ca.gov
DAS	District Assistance Survey	http://www.cde.ca.gov/ta/lp/vl/documents/distassis tsrvy1.doc
DSLTT	District and School Leadership Team	
EC	Education Code	http://www.leginfo.ca.gov/calaw.html
EDGAR	U. S. Department of Education General Administrative Regulations	http://www.ed.gov/policy/fund/reg/edgarReg/edgar.html
EL	English Learner	http://www.cde.ca.gov/ta/cr/el
ELA	English Language Acquisition	http://www.cde.ca.gov/sp/el/ii
ELAP	English Language Acquisition Program	http://www.cde.ca.gov/fg/aa/ca/englishlang.asp
ELD	English Language Development	http://www.cde.ca.gov/ta/cr/el
EO	English-Only (Monolingual English)	
EPC	Essential Program Components	http://www.cde.ca.gov/ta/lp/vl/essentialcomp.asp
ESEA	Elementary and Secondary Education Act	http://www.ed.gov/policy/elsec/leg/esea02/index.html
ESL	English as a Second Language	http://www.cde.ca.gov/ta/cr/el
ESLRs	Expected School wide Learning Results	http://www.acswasc.org/process_ca_comprehensive .htm
FEP	Fluent-English-Proficient	http://www.cde.ca.gov/demographics
FOL	Focus on Learning	http://www.acswasc.org/process_ca_comprehensive .htm
FTE	Full-Time-Equivalent	http://data1.cde.ca.gov/dataquest/gls_fte.htm
GATE	Gifted and Talented Education	http://www.cde.ca.gov/sp/g/
GED	General Educational Development	http://www.cde.ca.gov/ta/tg/gd
HPSGP	High Priority Schools Grant Program	http://www.cde.ca.gov/ta/lp/hp/
IEP	Immigrant Education Program (NCLB, Title III)	http://www.cde.ca.gov/sp/el/t3
IEP	Individualized Education Program	http://www.calstat.org/iep/

ACRONYM	STANDS FOR	WEB ADDRESS
II/USP	Immediate Intervention/Underperforming Schools Program	http://www.cde.ca.gov/ta/lp/ii
LC	Language Census	http://www.cde.ca.gov/ds/ss/lc
LD	Learning Disabled	
LEA	Local Educational Agency	http://www.cde.ca.gov/re/sd
LEP	Limited English Proficient	
NAEP	National Assessment of Educational Progress	http://www.nagb.org
NCE	Normal Curve Equivalent	
NCLB	No Child Left Behind	http://www.cde.ca.gov/pr/nclb
NRT	Norm-referenced Test	
PI	Program Improvement	http://www.cde.ca.gov/ta/ac/ti/programimprov.asp
PSAA	Public Schools Accountability Act	http://www.cde.ca.gov/psaa
PTA	Parent Teacher Association	http://www.pta.org
R-FEP	Redesignated Fluent-English-Proficient	
ROPC	Regional Occupational Program and Centers	http://www.cde.ca.gov/rocp/dsp/coord.html
RSDSS	Regional System for District and School Support	http://www.cde.ca.gov/sp/sw/ss/s4directory.asp
SABE/2	Spanish Assessment of Basic Education	http://www.cde.ca.gov/ta/tg/sr
SARC	School Accountability Report Card	http://www.cde.ca.gov/ta/ac/sa
SBCP	School-Based Coordinated Programs	
SEA	State Education Agency	http://www.cde.ca.gov
STAR	Standardized Testing and Reporting	http://www.cde.ca.gov/ta/tg/sr
UCP	Uniform Complaint Procedures	http://www.cde.ca.gov/re/cp/uc
WASC	Western Association of Schools and Colleges	http://www.wascweb.org