



San Diego Unified School District
Finance Division
Financial Planning, Monitoring and Accountability

2019-20 SCHOOL SITE COUNCIL/DISTRICT ADVISORY COUNCIL TIMELINE GUIDE

August/September	October	November	December	January
<p style="text-align: center;"><u>DAC Meeting: 9/18/2019</u> Executive Retreat: 8/21/2019 Executive Meeting: 9/4/2019</p> <ul style="list-style-type: none"> State Assessments Overview (2018-19) District Initiative Updates 2019-20 DAC Election Committee UCP Presentation LCAP Updates Presentation Title I Budget and Title I Decrement <p>Administrative Circulars: SSC Training/Rosters Categorical Expenditures Site Title 1 Requirements SPSA Modifications</p> <p>Training: SSC/DAC Timeline, How to Navigate sandi.net (ongoing)</p>	<p style="text-align: center;"><u>DAC Meeting: 10/16/2019</u> Executive Meeting: 10/2/2019</p> <ul style="list-style-type: none"> 2019-20 DAC Executive Board Nominations DAC Bylaws Title I Programs/Consultation 2018-19 Title I Site Budget Report LCAP Update/Consultation Greene Act Presentation Budget 101 Presentation Summer School 2018-19 Data <p>Training: What is the LCAP? What is the LEA Addendum?</p>	<p style="text-align: center;"><u>DAC Meeting: 11/20/2019</u> Executive Meeting: 11/6/2019</p> <ul style="list-style-type: none"> 2019-20 DAC Executive Board Elections Title I Budget Balances from preceding Fiscal Year Consultation of Title I Programs and Ranking LCAP Update/Consultation Parent Survey Update <p>Training: The SPSA and the LCAP</p>	<p style="text-align: center;"><u>DAC Meeting: 12/18/2019</u> Executive Meeting: 12/4/2019</p> <ul style="list-style-type: none"> Consultation of Title I Programs and Ranking Continues District Projects Updates LCAP Update/Consultation Accountability Progress Report/California Dashboard DAC Report to Board of Education <p>Training: SPSA Goals and the California Dashboard</p>	<p style="text-align: center;"><u>DAC Meeting: 1/22/2020*</u> Executive Meeting: 1/8/2020*</p> <ul style="list-style-type: none"> Consultation of Title I Ranking/Budget Continues State of the Budget LCAP Update/Consultation. DAC Report to Board of Education Board Approval of Title I Ranking <p>Administrative Circulars: SPSA Modifications</p> <p>Training: Preparing for the 2020-21 SPSA</p>
<p style="text-align: center;"><u>SSC</u></p> <ul style="list-style-type: none"> Call for nominations/SSC Elections Conduct SSC Elections Conduct Annual Title I Parent Meeting <p><u>Monitor SPSA Implementation</u></p> <ul style="list-style-type: none"> Review Assessment Data Prepare for SSC review/approval: <ul style="list-style-type: none"> 2019-20 SPSA Bylaws Parent and Family Engagement Policy School Parent Compact <p>Training: (Available to Administrators) SSC Elections, SSC Nuts and Bolts, SBB</p>	<p style="text-align: center;"><u>SSC</u></p> <ul style="list-style-type: none"> Site Safety Plans <p><u>Monitor SPSA Implementation</u></p> <ul style="list-style-type: none"> Review Assessment Data Prepare for SSC review/approval: <ul style="list-style-type: none"> 2019-20 SPSA Bylaws Parent and Family Engagement Policy School Parent Compact <p>Training: SSC Roles and Responsibilities</p> <p>Due 10/4/2019: ● 2019-20 SPSA, SSC Roster</p> <p>Due 10/26/2019: ● SSC Agenda/Minutes (New member documentation) ● SSC Bylaws and TI Parent Meeting Verification Form</p>	<p style="text-align: center;"><u>SSC</u></p> <p><u>Monitor SPSA Implementation</u></p> <ul style="list-style-type: none"> Modify or eliminate ineffective activities Identify obstacles Examining categorical budget expenditures Review Assessment Data Review and revise SPSA as necessary <p>Training: Include Recorded SSC Legal Responsibilities and Best Practices training at SSC meeting (FPMA Webpage)</p>	<p style="text-align: center;"><u>SSC</u></p> <p><u>Monitor SPSA Implementation</u></p> <ul style="list-style-type: none"> Modify or eliminate ineffective activities Identify obstacles Examining categorical budget expenditures Review Assessment Data Review and revise SPSA as necessary <p>Training: Include Recorded SPSA training at SSC meeting</p>	<p style="text-align: center;"><u>SSC</u></p> <ul style="list-style-type: none"> Conduct SPSA Assessment and Evaluation Check status of salary transfers and make budget adjustments, if necessary <p><u>Next FY SPSA Development</u></p> <ul style="list-style-type: none"> Identify priorities, meet with stakeholder groups Discuss and prioritize changes for next year Review tentative budget allocations for next year Conduct SPSA Assessment and Evaluation <p>Training: SBB (for Principals)</p>



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February	March	April	May	June/July
<p style="text-align: center;"><u>DAC Meeting: 2/19/2020</u> Executive Meeting: 2/5/2020</p> <ul style="list-style-type: none"> • Board Approval of Title I Ranking • Title I Programs • LCAP Update/Consultation • Consultation for Title I Programs • Annual District Family Engagement Policy Review Begins <p>Training: What SSCs Need to Review</p>	<p style="text-align: center;"><u>DAC Meeting: 3/18/2020</u> Executive Meeting: 3/4/2020</p> <ul style="list-style-type: none"> • DAC Budget Update • District Projects Update • Annual District Family Engagement Policy Review • LCAP Update/Consultation <p>Training: Preparing for Year End Spending Deadlines</p>	<p style="text-align: center;"><u>DAC Meeting: 4/29/2020*</u> Executive Meeting: 4/8/2020</p> <ul style="list-style-type: none"> • LCAP Update/Consultation • Categorical/Spending Deadlines • Annual District Family Engagement Policy Review <p>Training: Year End Spending Preparation</p>	<p style="text-align: center;"><u>DAC Meeting: 5/20/2020</u> Executive Meeting: 5/6/2020</p> <ul style="list-style-type: none"> • LCAP Update/Consultation • Annual District Family Engagement Policy Review <p>Training: Staying On Track for Next Year</p>	<p style="text-align: center;"><u>DAC Meeting: 6/3/2020</u> Executive Meeting: 5/27/2019*</p> <ul style="list-style-type: none"> • LCAP Update/Consultation • District Projects Update • End of Year Awards: School Achievement and Attendance <p>Training: Staying On Track for Next Year</p>
<p style="text-align: center;"><u>SSC</u></p> <p><u>Monitor SPSA implementation</u></p> <ul style="list-style-type: none"> • Modify or eliminate ineffective activities • Identify obstacles • Examining categorical budget expenditures • Review Assessment Data • Review and revise SPSA as necessary <p>• <u>Next FY SPSA Development</u></p> <ul style="list-style-type: none"> • Identify priorities, meet with community groups • Discuss and prioritize changes for next year • Review tentative budget allocations for next year • Set goals based on student data • Complete Categorical Budgets and SPSA • Review/approve 2020-21 Family Engagement Policy AND the School Parent Compact 	<p style="text-align: center;"><u>SSC</u></p> <ul style="list-style-type: none"> • Review 2019-20 categorical balances and expenditures in preparation for year- end deadlines • Review/approve 2020-21 Family Engagement Policy AND the School Parent Compact <p><u>Monitor SPSA Implementation</u></p> <ul style="list-style-type: none"> • Modify or eliminate ineffective activities • Identify obstacles • Examining categorical budget expenditures • Review Assessment Data • Review and revise SPSA as necessary 	<p style="text-align: center;"><u>SSC</u></p> <ul style="list-style-type: none"> • Review 2019-20 categorical balances and expenditures in preparation for year- end deadlines <p><u>Monitor SPSA Implementation</u></p> <ul style="list-style-type: none"> • Modify or eliminate ineffective activities • Identify obstacles • Examining categorical budget expenditures • Review Assessment Data • Review and revise SPSA as necessary 	<p style="text-align: center;"><u>SSC</u></p> <ul style="list-style-type: none"> • Review 2019-20 categorical balances and expenditures in preparation for year- end deadlines • Optional - Preliminary call for nominations for next year's SSC elections <p><u>Monitor SPSA Implementation</u></p> <ul style="list-style-type: none"> • Modify or eliminate ineffective activities • Identify obstacles • Examining categorical budget expenditures • Review Assessment Data • Review and revise SPSA as necessary 	<p style="text-align: center;"><u>SSC</u></p> <ul style="list-style-type: none"> • Review 2019-20 categorical balances and expenditures in preparation for year- end deadlines • Optional - Preliminary call for nominations for next year's SSC elections <p><u>Monitor SPSA Implementation</u></p> <ul style="list-style-type: none"> • Modify or eliminate ineffective activities • Identify obstacles • Examining categorical budget expenditures • Review Assessment Data • Review and revise SPSA as necessary

*This represents a deviation from the third Wednesday of the month pattern.