**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
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 expenditures* Review Assessment Data
* Review and revise SPSA

 as necessary | **SSC*** Review 2021-22 categorical balances and expenditures in preparation for year- end deadlines
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