

SCHOOL PLANS/SITE COUNCILS

When required by law or determined to be a useful tool to accomplish district and school goals, school site councils or other school advisory groups shall develop comprehensive school plans designed to enhance student achievement at individual school sites.

- (cf. 0000 - Vision)
- (cf. 0200 - Goals for the School District)
- (cf. 0400 - Comprehensive Plans)
- (cf. 0420.5 - School-Based Decision Making)
- (cf. 1220 - Citizen Advisory Committees)
- (cf. 1431 - Waivers)
- (cf. 6020 - Parent Involvement)

Single Plan for Student Achievement

The Superintendent or designee shall ensure that a single plan for student achievement is prepared by the school site council as required by law for each school participating in specified state and/or federal categorical programs. (Education Code 41507, 41572, 52055.755, 64001)

- (cf. 0420.1 - School-Based Program Coordination)
- (cf. 0450 - Comprehensive Safety Plan)
- (cf. 0520 - Intervention for Underperforming Schools)
- (cf. 0520.1 - High Priority Schools Grant Program)
- (cf. 0520.2 - Title I Program Improvement Schools)
- (cf. 0520.4 - Quality Education Investment Schools)
- (cf. 3513.3 - Tobacco-Free Schools)
- (cf. 4131 - Staff Development)
- (cf. 4139 - Peer Assistance and Review)
- (cf. 5147 - Dropout Prevention)
- (cf. 5148.1 - Child Care Services for Parenting Students)
- (cf. 6142.91 - Reading/Language Arts Instruction)
- (cf. 6163.1 - Library Media Centers)
- (cf. 6164.2 - Counseling/Guidance Services)
- (cf. 6171 - Title I Programs)
- (cf. 6174 - Education for English Language Learners)
- (cf. 6190 - Evaluation of the Instructional Program)

Whenever feasible, any other school plan may be incorporated into the single plan for student achievement.

The Superintendent or designee shall review each school's single plan and ensure that it has been developed and approved by a properly constituted school site council, meets the content requirements for all programs included, is based on an analysis of current practices and student academic performance, and reasonably links improvement strategies to identified needs of the school and students. He/she shall submit to the Governing Board his/her recommendations for plan approval or recommendations regarding any subsequent material revisions of the plan.

SCHOOL PLANS/SITE COUNCILS (continued)

The Board shall review and approve each school's single plan for student achievement at a regularly scheduled meeting. The Board also shall review and approve any subsequent revisions that include material changes affecting the academic programs for students participating in these categorical programs. The Board shall certify that, to the extent allowable under federal law, the plan is consistent with district local improvement plans required as a condition of receiving federal funding. (Education Code 64001)

The Superintendent or designee shall ensure that principals and members of each site council receive training on the roles and responsibilities of the site council. To the extent necessary, he/she shall ensure that site councils receive the resources necessary in order to perform their role effectively.

School Site Block Grants

Upon receipt of state funding for school site block grants, the Board shall allocate the funds to district schools on an equal per-pupil basis. (AB 1802, Sec. 43, Statutes of 2006)

The school's use of the funds allocated through this block grant shall be proposed by the school site council or, if the school does not have a school site council, by a schoolwide advisory group or school support group. (AB 1802, Sec. 43, Statutes of 2006)

The Board encourages school site councils to fund the highest priority needs identified in school improvement plans. The school site council shall provide the Superintendent or designee and the Board with a written proposal that includes a statement of the identified need(s) and how the funds will be used to enhance the educational program.

Before the funds are encumbered or expended, the Board shall approve the site council's proposed use of the funds. If the Board does not approve the proposed use, the Board shall inform the school site council of the reasons for disapproval and request that the council review and revise its proposal. (AB 1802, Sec. 43, Statutes of 2006)

Legal Reference:

EDUCATION CODE
 52-53 Designation of schools
 8240-8244 General child care and development programs
 8750-8754 Conservation education
 18100-18203 School libraries
 32228-32228.5 School safety and violence prevention
 33133 Information guide for school site councils
 35147 Open meeting laws exceptions
 41500-41573 Categorical education block grants
 44500-44508 Peer Assistance and Review Program
 44520-44534 New Careers Program
 48400-48403 Compulsory continuation education
 48430-48438 Continuation education
 48660-48667 Community day schools

SCHOOL PLANS/SITE COUNCILS (continued)

Legal Reference: (continued)

51745-51749.3 Independent study
 51760-51769.5 Work experience education
 51870-51874 Educational technology
 52053-52055.55 Immediate Intervention/Underperforming Schools Program
 52055.600-52055.662 High Priority Schools Grant Program
 52055.700-52055.770 Quality Education Investment Act
 52176 Advisory committees
 52200-52212 Gifted and Talented Education Program
 52300-52346 Regional occupational centers
 52500-52617 Adult education, including:
 52610-52616.24 Adult education finances
 52800-52887 School-Based Program Coordination Act
 52890 Qualifications and duties of outreach consultants
 54000-54028 Educationally Disadvantaged Youth Programs
 54100-54145 Miller-Unruh Basic Reading Act
 54425 Advisory committees (compensatory education)
 54650-54659 Education Improvement Incentive Program
 54740-54749.5 California School Age Families Education Program
 56000-56885 Special education
 64000 Categorical programs included in consolidated application
 64001 Single school plan for student achievement, consolidated application programs
 REPEALED EDUCATION CODE FOR

CATEGORICAL PROGRAMS

52012 Establishment of school site council
 52014-52015 School plans
 HEALTH AND SAFETY CODE
 104420 Tobacco use prevention
 MILITARY AND VETERANS CODE
 500-520.1 California Cadet Corps
 AB 1802 UNCODIFIED 2006 STATUTE
 43 School site block grants
 CODE OF REGULATIONS, TITLE 5
 3930-3937 Compliance plans
 UNITED STATES CODE, TITLE 20
 6312-6319 Title I programs; plans
 6421-6472 Programs for neglected, delinquent, and at-risk children and youth
 6601-6651 Teacher and Principal Training and Recruitment program
 6801-7014 Limited English proficient and immigrant students
 7101-7165 Safe and Drug-Free Schools and Communities
 7341-7355c Rural Education Initiative

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS
 A Guide and Template for the Single Plan for Student Achievement: A Handbook for School Site Councils, April 2006
 WEB SITES
 California Department of Education, Single Plan for Student Achievement: <http://www.cde.ca.gov/nclb/sr/le/singleplan.asp>
 Center for Comprehensive School Reform and Improvement: <http://www.centerforcsri.org>
 U.S. Department of Education: <http://www.ed.gov>

SCHOOL PLANS/SITE COUNCILS

School Site Councils

When required for participation in any categorical program, each district school shall establish a school site council or advisory committee. (Education Code 41507, 41572, 52852, 64001)

The school site council shall be composed of the following: (Education Code 41507, 41572, 52852)

1. The principal
2. Teachers selected by the school's teachers
3. Other school personnel chosen by the school's other personnel
4. Parents/guardians of students attending the school chosen by other such parents/guardians, or community members chosen by the parents/guardians as representatives
5. In secondary schools, students attending the school chosen by other such students

Half of the school site council membership shall consist of school staff, the majority of whom shall be classroom teachers. For elementary school site councils, the remaining half shall be parents/guardians or parent/guardian representatives. For secondary school site councils, the remaining half shall be equal numbers of parents/guardians (or parent/guardian representatives) and students. (Education Code 41507, 41572, 52852)

A district employee may serve as a parent/guardian representative on the site council of the school his/her child attends, provided the employee does not work at that school. (Education Code 52852)

School site councils may function on behalf of other committees in accordance with law. (Education Code 52055.620, 52176, 52870, 54425; 5 CCR 3932)

(cf. 0520.1 - High Priority Schools Grant Program)

School site councils shall operate in accordance with procedural meeting requirements established in Education Code 35147.

(cf. 1220 - Citizen Advisory Committees)

SCHOOL PLANS/SITE COUNCILS (continued)**Single Plan for Student Achievement**

In order for a school to participate in any state or federal categorical program specified in Education Code 41506, 41571, 52055.700, or 64000, the school site council shall approve, annually review, and update a single plan for student achievement. If the school does not have a school site council, a schoolwide advisory group or school support group conforming to the composition requirements of the school site council listed above shall fulfill these responsibilities. (Education Code 41507, 41572, 52055.755, 64001)

(cf. 0420.1 - School-Based Program Coordination)
 (cf. 0450 - Comprehensive Safety Plan)
 (cf. 0520 - Intervention for Underperforming Schools)
 (cf. 0520.1 - High Priority Schools Grant Program)
 (cf. 0520.2 - Title I Program Improvement Schools)
 (cf. 0520.4 - Quality Education Investment Schools)
 (cf. 3513.3 - Tobacco-Free Schools)
 (cf. 4131 - Staff Development)
 (cf. 4139 - Peer Assistance and Review)
 (cf. 5147 - Dropout Prevention)
 (cf. 5148.1 - Child Care Services for Parenting Students)
 (cf. 6142.91 - Reading/Language Arts Instruction)
 (cf. 6163.1 - Library Media Centers)
 (cf. 6164.2 - Counseling/Guidance Services)
 (cf. 6171 - Title I Programs)
 (cf. 6174 - Education for English Language Learners)

The single plan for student achievement shall be aligned with school goals for improving student achievement and shall be based on an analysis of verifiable state data, including the Academic Performance Index (API) and the California English Language Development Test (CELDT), and any other data voluntarily developed by the district to measure student achievement. (Education Code 64001)

The plan shall, at a minimum: (Education Code 64001)

1. Address how funds provided to the school through categorical programs will be used to improve the academic performance of all students to the level of the performance goals established by the API
2. Identify the school's means of evaluating progress toward accomplishing those goals
3. Identify how state and federal law governing these programs will be implemented

In addition to meeting the requirements common to all applicable school plans, the single plan shall address the content required by law for each individual categorical program in which the school participates.

SCHOOL PLANS/SITE COUNCILS (continued)

Plans developed for the state's Immediate Intervention/Underperforming Schools Program pursuant to Education Code 52054 or the federal Title I schoolwide programs pursuant to 20 USC 6314 shall satisfy the requirement for the single plan. (Education Code 64001)

(cf. 0520 - Intervention for Underperforming Schools)
(cf. 6171 - Title I Programs)

In developing or revising the single plan, the school site council shall:

1. Measure the effectiveness of current improvement strategies at the school

The school site council shall analyze student performance based on state and local data, identify significant low performance among all student groups, and analyze instructional programs to determine program areas that need to be addressed in order to raise performance of student groups not meeting academic standards.

(cf. 6011 - Academic Standards)

2. Seek input from other school advisory committees as appropriate
3. Reaffirm or revise school goals to serve as a basis for school improvement activities and expenditures
4. Revise improvement strategies and expenditures

The school site council shall specify actions to be taken, dates by which actions are to be started and completed, expenditures needed to implement the action, the funding source, anticipated annual performance growth for each student group, and the means that will be used to evaluate progress toward each goal.

5. Approve and recommend the plan to the Governing Board

The Superintendent or designee and the principal shall implement the strategies in the single plan and report to the school site council and the Board regarding progress toward school goals. The school site council shall monitor the implementation and effectiveness of the single plan and modify any activities that prove ineffective.

School Plans for Categorical Block Grants

Whenever a school participates in the state's categorical block grant programs for student retention and/or school and library improvement, the school site council shall develop a plan which shall include, but need not be limited to: (Education Code 41507, 41572)

SCHOOL PLANS/SITE COUNCILS (continued)

1. Curricula, instructional strategies, and materials responsive to the individual educational needs and learning styles of each student that enables all students to do all of the following:
 - a. Make continuous progress and learn at a rate appropriate to their abilities
 - b. Master basic skills in language development and reading, writing, and mathematics
 - c. Develop knowledge and skills in other aspects of the curricula, such as arts and humanities; physical, natural, and social sciences; multicultural education; physical, emotional, and mental health; consumer economics; and career education
 - d. Pursue educational interests and develop esteem for self and others; personal and social responsibility, critical thinking, and independent judgment

(cf. 5148 - Child Care and Development)
(cf. 6158 - Independent Study)
(cf. 6184 - Continuation Education)
(cf. 6185 - Community Day School)

2. Consideration of the use of community resources to achieve instructional improvement objectives

3. Consideration of the use of education technology

(cf. 0440 - District Technology Plan)

4. A staff development program for teachers, other school personnel, paraprofessionals, and volunteers

(cf. 1240 - Volunteer Assistance)
(cf. 4131.1 - Beginning Teacher Support/Induction)
(cf. 4138 - Mentor Teachers)
(cf. 4222 - Teacher Aides/Paraprofessionals)
(cf. 4231 - Staff Development)

5. Provisions for utilization of the student success team process to identify and assess the needs of students who are dropouts or potential dropouts, and to develop programs to meet those needs

(cf. 5147 - Dropout Prevention)
(cf. 5149 - At-Risk Students)
(cf. 6164.5 - Student Success Teams)

SCHOOL PLANS/SITE COUNCILS (continued)

6. Procedures for coordinating services from funding sources at the school level to help students participate successfully in the core academic curricula and specialized curricula related to jobs and career opportunities

(cf. 6030 - Integrated Academic and Vocational Instruction)
(cf. 6178 - Vocational Education)
(cf. 6178.1 - Work Experience Education)

7. Instructional and auxiliary services to meet the special needs of students who are limited-English-speaking, including instruction in a language they understand; educationally disadvantaged students; gifted and talented students; and students with disabilities

(cf. 6172 - Gifted and Talented Student Program)

8. Improvement of the classroom and school environments, including improvement of relationships between and among students, school personnel, parents/guardians, and the community, and reduction of the incidence of violence and vandalism among students

(cf. 5137 - Positive School Environment)
(cf. 5138 - Conflict Resolution/Peer Mediation)

9. Improvement of student attendance, including parent/guardian awareness of the importance of regular school attendance

(cf. 5113 - Absence and Excuses)
(cf. 5113.1 - Truancy)

10. The proposed expenditure of block grant funds and the degree to which expenditures meet the plan's criteria

11. Other activities and objectives established by the school site council

12. A process for ongoing evaluation and modification of the plan

The evaluation shall be based on the degree to which the school is meeting the plan's objectives, student achievement, and improved school environment. An improved school environment shall be measured by indicators such as the incidence of absenteeism, suspension and expulsion, dropouts, school violence, vandalism and theft; student attitudes towards the school, self, and others; absenteeism among staff, staff resignations, and requests for transfers; and satisfaction of students, parents/guardians, teachers, administrators, and staff.

In addition, any school receiving state funding for school and library improvement shall incorporate plans pertaining to school libraries. (Education Code 41572)

SCHOOL PLANS/SITE COUNCILS (continued)

The student retention and/or school and library improvement plans shall be incorporated into the school's single plan for student achievement as described in the above section. (Education Code 41507, 41572)

School Site Block Grants

The school site council may propose any one-time educational purpose for the use of funds allocated to school sites under school site block grants, including, but not limited to, the following purposes: (AB 1802, Sec. 43, Statutes of 2006)

1. Instructional materials
2. Classroom and laboratory supplies and materials
3. School and classroom library materials
4. Educational technology
5. Deferred maintenance
6. Expenditures designed to close the achievement gap
7. Professional development