

**VENTURA COUNTY BOARD OF EDUCATION**

**ADMINISTRATIVE REGULATION NO. 0420**

**ADOPTED: 02/23/04**

**CLASSIFICATION: Philosophy, Goals and  
Comprehensive Plans**

**REVISED:**

**SUBJECT: School Plans/Site Councils**

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The school site council is a prerequisite to participation in the state's School-Based Program Coordination, School Improvement Program, Education Improvement Incentive Program or School-Based Pupil Motivation and Maintenance Program.

When required for participation in state programs, school site councils shall be composed of the following:

1. The principal
2. Teachers selected by the school's teachers
2. 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 as representatives by such parents/guardians
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.

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.

School site councils may function on behalf of other committees in accordance with law.

## SINGLE PLAN FOR STUDENT ACHIEVEMENT

In order for a school to participate in state and federal categorical programs funded through the state's consolidated application process, the school site council shall consolidate and approve a single plan for student achievement. This plan 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 and the English Language Development Test, and any other data voluntarily developed by the district to measure student achievement.

The plan shall, at a minimum:

1. Address how funds provided to the school through any of the programs identified in Education Code 64000 will be used to improve the academic performance of all students to the level of the performance goals established by the Academic Performance Index
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

Whenever feasible, the school site council may include within the above plan any plans required by other categorical programs.

Plans developed for the state's Immediate Intervention/Underperforming Schools Program pursuant to Education Code 52054 or the federal schoolwide programs pursuant to 20 USC 6314 et seq. shall satisfy the requirement for a single plan for student achievement.

The school site council shall annually review and update this plan, including the proposed expenditure of funds allocated to the school for these programs. If the school does not have a school site council, a schoolwide advisory group or school support group conforming to the requirements of Education Code 52012 shall fulfill these responsibilities.

The Board shall review and approve the plan 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 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.