

SCHOOL ADVISORY COUNCIL TIMELINE

2018-2019

August - September	<ul style="list-style-type: none"> • School Advisory Council elections (may be completed at the end of the previous year – 51% parent/community members who are <u>non- school district employees.</u>) • Initial SAC Meeting • Review/revise bylaws (send signed copy to Denise McLaughlin)
September - October	<ul style="list-style-type: none"> • SAC Training at school site (Training materials posted to OCSD website under <i>Parents/Students → School Advisory Council</i>) • Submit each of the following to Denise McLaughlin, Curriculum & Instruction, Niceville Central Complex by <u>September 28:</u> <ul style="list-style-type: none"> ○ MIS 1411 – School Advisory Council Membership form <ul style="list-style-type: none"> ▪ <i>Form must be dated and signed by both principal and SAC Chairperson</i> ○ SAC Bylaws <ul style="list-style-type: none"> ▪ <i>Bylaws must show approval date and be signed by both principal and SAC Chairperson</i> ○ Meeting Schedule ○ Membership Roster with Officers Identified • Review and approve School Performance Plan • Budget/Expend school improvement funds • Review student performance data • Work with the school staff to develop and approve a plan for the use of School Recognition funds awarded for school grades
September - December	<ul style="list-style-type: none"> • <u>Presentation of School Advisory Council Membership to School Board on October 22</u> • Continue to review interim student performance data • Review SB Policy 4-43 Prohibition of Bullying and Harassment by Nov. 1—<i>send Safe Schools Office a copy of the agenda to Safe Schools by November 15 annually</i> • Assist the principal in evaluating the effectiveness of School Performance Plan strategies • Baseline school grades released based on FSA results and new cut scores
January	<ul style="list-style-type: none"> • Mid-year reviews: Principals and Leadership Teams with Directors and Assistant Superintendent of Curriculum and Instruction • Survey Stakeholders using district “Customer Satisfaction Survey” and other instruments
March-April	<ul style="list-style-type: none"> • Continue to review interim student performance data • Review Cheerleading and Dance Teams procedures for eligibility and tryouts (SB Policy 4-39)—<i>should be an agenda item and notated in the approved minutes</i> • Review MS/HS extra-curricular eligibility and participation requirements, SB Policy 4-17(E) & 4-18(C)--<i> should be an agenda item and notated in the approved minutes</i> • Begin the process of developing the draft budget and School Performance Plan for the upcoming year • Review Customer Satisfaction Survey results
May - June	<ul style="list-style-type: none"> • Refine the draft budget and School Performance Plan based on information gathered from the results of assessment
June - September	<ul style="list-style-type: none"> • School grades released with consequences • Final Budgets for the following year are submitted to the Superintendent • SPP/PDSP draft development

The timeline contains broad intervals. Schools will be notified of specific submission dates throughout the year.