

FREMONT UNIFIED SCHOOL  
DISTRICT

School Site Council

# COMPOSITION

- Parent or community membership must be equal to school staff membership
- Classroom teachers must be the majority of the staff side
- “Other School Personnel” includes other administrative positions, all site classified personnel, other non-classroom teacher positions

# Election of Members

The council shall be composed of the principal and:

- Teachers elected by teachers at the site
- Other school personnel elected by other school personnel at the site
- Parents of students attending the school elected by the parents
- In secondary schools, students elected by students attending the school

# The Principal

- The principal is an active member of the site council
- Attendance and responsibilities cannot be assigned to a designee
- The principal cannot veto a decision of the council or make budget changes without SSC approval

# SSC Officers

Chair: Helps plan the agenda with the principal and facilitates the SSC meetings

Vice Chair: Performs as Chair when Chair is absent

Secretary: Creates minutes of meetings

# Agenda for Meetings

- To be posted in public view 72 hours prior to each meeting
- Includes the date, time, location and each business item
- Includes time on the agenda for public comment

# Conducting Meetings

- Provide a sign-in sheet
- Provide agenda and all materials
- Let alternate members know they may not vote unless substituting for another member
- Follow the agenda
- Use Roberts' Rules of Order to conduct meeting
- Keep minutes of meetings and maintain them for 3 years

# Responsibilities

- Assessing needs of students and using data to set goals
- Reviewing information for English Learners Advisory Committee and other advisory groups
- Revising and evaluating the Single Plan for Pupil Achievement (SPPA)
- Revising SSC By-laws if needed



# Funds That Must Be Reported in SPPA and Approved by SSC

## Goal 2 Action 3: Supplemental Funds

Select and purchase research-based intervention programs and/or resources to address remediation needs for unduplicated students' in grades TK-12.

## Goal 2 Action 5: EL Funds

Allocate funds to schools based on the number of English Learner students to be used for primary language support, translations, additional ELD professional development, interventions, materials, and EL classes/sections.

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## Goal 3 Action 6: College and Career Readiness Funds

Provide opportunities for TK-12 unduplicated students to become more aware of career choices and to experientially connect with the real world of careers throughout their years of education.

## Goal 3 Action 7: Targeted Support Funds (Former Title I schools)

Provide targeted support and resources to unduplicated students at high needs elementary sites: Blacow, Brier, Cabrillo, Durham and Grimmer.

Thank you for serving as a  
member of the School Site  
Council!