

## LD South – 2020-21 SPSA Development (Suggested Timeline)

This Week's Focus:	Monday, Nov. 11	Tuesday, Nov. 12	Wednesday, Nov. 13	Thursday, Nov. 14	Friday, Nov. 15
Calendar Planning	Holiday	Plan with the end in mind. Communicate timeline with Leadership Team. Schedule/Plan ELAC/SSC Meetings – review of 2019-20 SPSA and budgets/ review of needs assessment/ development of 2020-21 goals, strategies, and budget/ required approvals			<b>*2<sup>nd</sup> Allocation BA Due</b> <b>**Title I Tech/Equip BA Due</b>
	As Title I Designee I will...				
This Week's Focus:	Monday, Nov. 18	Tuesday, Nov. 19	Wednesday, Nov. 20	Thursday, Nov. 21	Friday, Nov. 22
Data (on-going process/not just this week)	Begin data collection and determine process for collecting data over next few months. Begin data analysis. (Resources provided at 11/06/19 Title I Designee Meeting)				
	As Title I Designee I will...				
This Week's Focus:	Monday, Nov. 25	Tuesday, Nov. 26	Wednesday, Nov. 27	Thursday, Nov. 28	Friday, Nov. 29
Rest and enjoy!	Break	Break	Break	Break	Break
This Week's Focus:	Monday, Dec. 2	Tuesday, Dec. 3	Wednesday, Dec. 4	Thursday, Dec. 5	Friday, Dec. 6
Goals and Objectives Sections of: 100% Graduation ELA Math EL Programs Parent/Community 100% Attendance	Goal and Objectives Sections: 100% Graduation - Questions 1-5 (All Schools) 100% Graduation - Measureable Objectives (High School Only) ELA, Math, EL, Parent, Attend. - Questions 1-4 and Measureable Objectives (All Schools) (Resources provided at 11/06/19 Title I Designee Meeting)				
	As Title I Designee I will...				
Reminder: Attend Title I Designee Meeting Wednesday, Dec. 4.					

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This Week's Focus:	Monday, Dec. 9	Tuesday, Dec. 10	Wednesday, Dec. 11	Thursday, Dec. 12	Friday, Dec. 13
Goals and Objectives	Goals and Objectives Sections: 100% Graduation - Questions 1-5 (All Schools) 100% Graduation - Measureable Objectives (High School Only) ELA, Math, EL, Parent, Attend. - Questions 1-4 and Measureable Objectives (All Schools) (Resources provided at 11/06/19 and 12/4/19 Title I Designee Meeting)				
	As Title I Designee I will...				
This Week's Focus:	Monday, Dec. 16	Tuesday, Dec. 17	Wednesday, Dec. 18	Thursday, Dec. 19	Friday, Dec. 20
100% Grad. -(High School Only) ELA Math	Complete revisions of all focus areas under: 100% Grad. (high schools only), ELA, and Math. *Should not be a copy of the 2019-20 SPSA. *100%Grad., ELA, and Math – These three areas should not be duplicates of each other. *Be specific and avoid general statements such as “implement instructional strategies” or “attend professional development opportunities” - What do you mean? *Did you include separate strategy boxes for Integrated ELD? – requirement  (Resources provided at 11/06/19 and 12/4/19 Title I Designee Meeting)				
	As Title I Designee I will...				
This Week's Focus:	Monday, Dec. 23	Tuesday, Dec. 24	Wednesday, Dec. 25	Thursday, Dec. 26	Friday, Dec. 27
Rest and enjoy!	Winter Break	Winter Break	Winter Break	Winter Break	Winter Break
This Week's Focus:	Monday, Dec. 30	Tuesday, Dec. 31	Wednesday, Jan. 1	Thursday, Jan. 2	Friday, Jan. 3
Rest and enjoy!	Winter Break	Winter Break	Winter Break	Winter Break	Winter Break
This Week's Focus:	Monday, Jan. 6	Tuesday, Jan. 7	Wednesday, Jan. 8	Thursday, Jan. 9	Friday, Jan. 10
Rest and enjoy!	Winter Break	Winter Break	Winter Break	Winter Break	Winter Break

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This Week's Focus:	Monday, Jan. 13	Tuesday, Jan. 14	Wednesday, Jan. 15	Thursday, Jan. 16	Friday, Jan. 17
EL Program Parent/Community 100% Attendance	Complete revisions of all focus areas under: EL Program, Parent/Community, and 100% Attendance. *Should not be a copy of the 2019-20 SPSA. *Be specific and avoid general statements such as “implement instructional strategies” or “attend professional development opportunities” - What do you mean? (Resources provided at 11/06/19 and 12/4/19 Title I Designee Meeting)				
	As Title I Designee I will...				
	Reminder: <b>NEW</b> Title I Designees Attend Meeting on January 15, 2020.				
This Week's Focus:	Monday, Jan. 20	Tuesday, Jan. 21	Wednesday, Jan. 22	Thursday, Jan. 23	Friday, Jan. 24
Review: 100% Grad. (High Schools Only) ELA Math EL Program Parent/Community 100% Attendance	Holiday	Review revisions made to 100% Graduation (high schools), ELA, Math, EL Program, Parent/Community, 100% Attendance. *Should not be a copy of the 2019-20 SPSA. *Be specific and avoid general statements such as “implement instructional strategies” or “attend professional development opportunities” - What do you mean? *Make necessary edits (Resources provided at 11/06/19 and 12/4/19 Title I Designee Meeting)			
	As Title I Designee I will...				
This Week's Focus:	Monday, Jan. 27	Tuesday, Jan. 28	Wednesday, Jan. 29	Thursday, Jan. 30	Friday, Jan. 31
Resource Inequities Research Based Interventions  TSP Plan	Complete New Requirement: Resource Inequities / Research Based Interventions - Review requirements and revise as needed. TSP Plan with dollar amounts and e-signature (Resources provided at 11/06/19 and 12/4/19 Title I Designee Meeting)				
	As Title I Designee I will...				

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This Week's Focus:	Monday, Feb. 3	Tuesday, Feb. 4	Wednesday, Feb. 5	Thursday, Feb. 6	Friday, Feb. 7
SPSA Components	<p>Complete the following SPSA Sections:</p> <ul style="list-style-type: none"> <li>*Recommendations and Assurances</li> <li>*School Vision and Mission Statement</li> <li>*School Review Process Recommendations (if completed WASC)</li> <li>*Comprehensive Needs Assessment</li> <li>*Title I Schoolwide Program</li> </ul> <p>(Resources provided at 11/06/19 Title I Designee Meeting)</p> <p><i>School Principal is tentatively scheduled to receive 2020-21 Title I Allocation letter this week.</i></p> <p>As Title I Designee I will...</p> <p>Reminder: Attend Title I Designee Meeting on February 5, 2020.</p>				
This Week's Focus:	Monday, Feb. 10	Tuesday, Feb. 11	Wednesday, Feb. 12	Thursday, Feb. 13	Friday, Feb. 14
Budget Items	<p>Insert budget items into SPSA using School Budget Signature Form.</p> <ul style="list-style-type: none"> <li>*Amounts and items in School Front End need to match those in SPSA.</li> <li>*Ensure positions and position numbers are accurate.</li> <li>*Verify that budget items are supported by data, objectives and strategies.</li> </ul> <p>(Resources provided at 12/4/19 and 2/5/20 Title I Designee Meeting)</p> <p>As Title I Designee I will...</p>				
This Week's Focus:	Monday, Feb. 17	Tuesday, Feb. 18	Wednesday, Feb. 19	Thursday, Feb. 20	Friday, Feb. 21
SSC Approval of: *2020-21 SPSA *2020-21 Budgets If applicable... *CSI or ATSI Plan *CSI Budget	Holiday	Upload SSC documents to SPSA. Click SPSA "Submit" Button. Check to see if successful. If not, make corrections. <u>Resubmit until successful.</u>			<b>PUSH SUBMIT</b> By this date
	As Title I Designee I will...				

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This Week's Focus:	Monday, Feb. 24	Tuesday, Feb. 25	Wednesday, Feb. 26	Thursday, Feb. 27	Friday, Feb. 28
Prepare for Budget Development	Final Edits Double and Triple Check: *All components of the SPSA are complete. *SPSA is not a duplicate of the previous year. *All budget items have been entered into SPSA template. *Budget Summary page shows funds were not left in pending distribution. *TSP plan is complete and has principal's e-signature. *Required documentation has been uploaded. <b>***Was it submitted successfully?***</b>				
	As Title I Designee I will...				
This Week's Focus:	Monday, Mar. 2	Tuesday, Mar. 3	Wednesday, Mar. 4	Thursday, Mar. 5	Friday, Mar. 6
BD Training	Attend Budget Development Training Schedule a ELAC/SSC meeting for the day after your upcoming BD appointment, in case action is required.				
	As Title I Designee I will...				
This Week's Focus:	Monday, Mar. 9	Tuesday, Mar. 10	Wednesday, Mar. 11	Thursday, Mar. 12	Friday, Mar. 13
BD Appt's	Appointment Date To Be Announced - Address all requests made at your BD appointment.				
	As Title I Designee I will...				
This Week's Focus:	Monday, Mar. 16	Tuesday, Mar. 17	Wednesday, Mar. 18	Thursday, Mar. 19	Friday, Mar. 20
BD Appts	Appointment Date To Be Announced - Address all requests made at your BD appointment.				
	As Title I Designee I will...				
This Week's Focus:	Monday, Mar. 23	Tuesday, Mar. 24	Wednesday, Mar. 25	Thursday, Mar. 26	Friday, Mar. 27
BD Appts	Appointment Date To Be Announced - Address all requests made at your BD appointment.				
	As Title I Designee I will...				

***After budget development appointment, CELEBRATE! And then take a deep breath and get ready for 2020-21 SPSA review, revisions and approval.***