

LOCAL CONTROL AND ACCOUNTABILITY PLANS  
**SEASONS OF LCAP DEVELOPMENT AND ENGAGEMENT**



To learn more about the Local Control Funding Formula, visit

[capta.org/lcff](http://capta.org/lcff)

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## FALL

### Basics:

- Where is the LCAP posted?
- Who at the district level is responsible for the process?
- Who is currently on the LCAP Committee?
- How are committee members selected?
- When does the committee meet?

### LCAP outreach/parent engagement:

- Ask to meet with the district and discuss outreach plans.
- Identify stakeholder groups and make a plan for outreach — especially to under-represented groups
- Plan trainings on the budget process.
- Review requirements of LCAP development process
- Design and send a survey to parents and students.

### Review and reflect on current LCAP:

- What progress have we made towards our goals?
- Are our LCAP goals still applicable?
- Is there a plan for meaningful, effective parent engagement?

## WINTER

### Basics:

- Review the current LCAP and determine if any local priorities need to be added or adjusted.
- Review the Governor's January budget proposal and discuss the impact on your local district.
- Determine how the proposed funding will impact the current LCAP three year plan.

### LCAP outreach/parent engagement:

- When are the Parent Advisory Committee (PAC) and District English Learner Advisory Committee (DELAC) meetings?
- What are the results of the parent and student surveys?
- Has at least one Community Forum been scheduled?

### Review and reflect on current LCAP:

- Has the updated draft LCAP been presented to the PAC & DELAC?
- What changes have been made to the LCAP directly based on parent/student/community input?



## SUMMER

### Basics:

- Was the LCAP adopted by the school board and submitted to the County Office of Education by the July 1st deadline?
- Did the County Office of Education accept the LCAP? Were there recommendations for changes?

### LCAP outreach/parent engagement:

- Review and celebrate successes in outreach — what worked well?
- Draft a timeline for engagement and outreach for the upcoming year — what are existing opportunities to educate and engage parents?
- Survey parents and parent leaders about roadblocks to engagement and use the information when planning for upcoming year.

### Review and reflect on current LCAP:

- Does the LCAP provide a plan for all students to succeed and clearly outline actions the district will take to accomplish its goals?
- Has the district done an executive summary to communicate to stakeholders the key LCAP goals and actions?
- Is there a plan for meaningful, effective parent engagement?

## SPRING

### Basics:

- Has the revision of the proposed state budget (May Revise) and its local implications been reviewed?
- Has the draft LCAP been posted?
- Have public forums about the LCAP been held?
- Has the PTA scheduled information meetings about the LCAP goals for each school site?

### LCAP outreach/parent engagement:

- Has the public been invited to comment on the LCAP draft? How? What is the deadline for comments?
- Have the PAC & DELAC submitted comments about the LCAP in writing to the superintendent?

### Review and reflect on current LCAP:

- When will the public hearing regarding the LCAP take place? (Date of the local school board meeting) Encourage parents to attend and speak during public comments.
- When will the budget and LCAP be adopted? (Date of the local school board meeting) Encourage parents to attend and speak during public comments.