

Sample Elementary School

School Site Council

Sign-In

Date:

Time:

Location:

<i>Membership: 10</i>	<i>Quorum: 6</i>	<i>Meeting Status (☒ Check One)</i>	
		☐ <i>Official</i>	☐ <i>Informational</i>

Composition of Elected Members:			
1 Principal/Designee 5 Parent/Community		3 Classroom Teachers 1 Other School Personnel	
	Name	Signature	Officer Y/N
	1. <i>Principal or Designee</i>		
	2. <i>Register-carrying Teacher</i>		
	3. <i>Register-carrying Teacher</i>		
	4. <i>Register-carrying Teacher</i>		
	5. <i>Other School Personnel</i>		
Status	Please indicate if the member listed below is a Parent= P or Community= C in the "Status"		
	1.		
	2.		
	3.		
	4.		
	5.		

*Sample Secondary School
School Site Council*

Sign-In

Date:

Time:

Location:

<i>Membership: 10</i>	<i>Quorum: 6</i>	<i>Meeting Status (☒ Check One)</i> ☐ <i>Official</i> ☐ <i>Informational</i>
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Composition of Elected Members:			
1 Principal/Designee 5 Parents/Community Members		3 Classroom Teachers 1 Other School Personnel	
Name	Signature	Officer Y/N	
1. <i>Principal or Designee</i>			
2. <i>Register-carrying Teacher</i>			
3. <i>Register-carrying Teacher</i>			
4. <i>Register-carrying Teacher</i>			
5. <i>Register-carrying Teacher</i>			
6. <i>Other School Personnel</i>			
Please note that parity is required among parents/community and students SSC representatives. Please indicate if the member is a Parent= P, Student= S or Community= C in the "status" column.			
Status	Name	Signature	Officer Y/N
	1.		
	2.		
	3.		
	4.		
	5.		
	6.		

*Sample Secondary School
School Site Council*

Sign-In

Date:

Time:

Location:

Membership: 12	Quorum: 7	Meeting Status (☒ Check One) ☐ Official ☐ Informational	
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Composition of Elected Members:		
1 Principal/Designee 3 Parents/Community Members	4 Classroom Teachers	1 Other School Personnel 3 Students

Name	Signature	Officer Y/N
1. Principal or Designee		
2. Register-carrying Teacher		
3. Register-carrying Teacher		
4. Register-carrying Teacher		
5. Register-carrying Teacher		
6. Other School Personnel		

Please note that parity is required among parents/community and students SSC representatives.
Please indicate if the member is a Parent= P, Student= S or Community= C in the "status" column.

Status	Name	Signature	Officer Y/N
	1.		
	2.		
	3.		
	4.		
	5.		
	6.		

*Sample Secondary School
English Learner Advisory Committee*

Sign-In

Date:

Time:

Location:

Membership: 14	Quorum: 8	Meeting Status (☒ Check One)	
		☐ Official	☐ Informational

Composition of Elected Members:		
1 Principal/Designee 3 Parents/Community Members	5 Classroom Teachers	1 Other School Personnel 3 Students

Name	Signature	Officer Y/N
7. Principal or Designee		
8. Register-carrying Teacher		
9. Register-carrying Teacher		
10. Register-carrying Teacher		
11. Register-carrying Teacher		
12. Other School Personnel		

Please note that parity is required among parents/community and students SSC representatives.
Please indicate if the member is a Parent= P, Student= S or Community= C in the "status" column.

Status	Name	Signature	Officer Y/N
	1.		
	2.		
	3.		
	4.		
	5.		
	6.		