

School Site Shared Decision Making Requirements

Shared decision making means having **shared power** and **authority to impact decisions**. It is not enough to **seek input** from directly impacted students, families, and community groups; the input must **impact decisions** and reflect how dollars are invested.

Shared decision making is a requirement for certain streams of funding like Title I and community schools, but it is about more than compliance. It is about **the opportunity to make the best decisions for the school community** that will have the most buy-in and the biggest impact on student experiences and learning..

[Learn more about the power of shared decision making.](#)

Requirements for Title I Funds

A school that receives Title I funds must prepare a document called a **School Plan for Student Achievement (SPSA)** and must establish a **school site council (SSC)**.¹

An SSC is a shared decision making team because it **includes members of the entire school community** (school staff, parents/guardians, students, and community members) who work together to make decisions about how to spend Title I and LCAP funds allocated to the school.²

SSC waivers are permitted, but the waivers are typically about the composition of the school site committee (i.e. fewer members than required by law) and not a wholesale waiver of having an SSC.³

SSCs are responsible for:⁴

- Conducting a **comprehensive needs assessment** based on data
- **Creating goals** to improve student outcomes
- Identifying evidence-based **strategies, actions, and services** to further goals
- **Proposing and adopting expenditures** for Title 1 and other school site allocations to fund programs and services that will address the needs of students
- Creating a process to **monitor implementation** of the SPSA.

After the SSC adopts the SPSA, it must be approved by the school board and any modifications must also be approved by the board. Beyond the SPSA, SSCs can have the power to make decisions about the whole school plan and budget if the culture and practices of schools shift to recognize the value of shared decisionmaking.

¹ Ed Code 64001(c) (“[A district] shall ensure . . . that schoolsite councils have developed and approved a SPSA for each school participating in programs funded through the consolidated application process [which includes Title 1], and that the SPSAs were developed with the review, certification, and advice of the school English learner advisory committee, if required.”); 65000(b) “[A school that operates a program that requires a [SPSA] shall establish a schoolsite council.]”

² Ed Code 64001(i) [The SPSA . . . shall be reviewed annually and updated, included **proposed expenditure of funds allocated to the school through the consolidated application and the local control and accountability plan**, if any, by the school site council.]; 65000(c) [describing the composition of SSCs for elementary and secondary schools, which require an equal number of school staff to parents/community members/ students]; [CDE Schoolsite Council webpage](#).

³ See [CDE Waiver page](#) and [waiver policy around SSCs for small schools](#).

⁴ See Ed Code 64001(g)



Shared Decision Making for Schools Receiving CCSP Grant Funds

The [California Community Schools Framework](#), which was approved by the California State Board of Education in January 2022, defines shared decision making as follows:

*All school interest holders including **students, families, staff, and community members** must have genuine engagement in **decision making about school climate, curriculum, and services**. Shared decision-making practices must also prioritize transparency and shared accountability to ensuring information is both available and accessible, so that all interest holders can fully participate. This commitment to authentic power sharing at both the school site and within the LEA should also be evidenced through demonstrated support from all interest holders at each step of a school's community school implementation plan.*

A school that receives California Community School Partnership Program (CCSP) grant funds must meet certain deliverables, including collaborative leadership and shared decision making structure and process.⁵

The grant RFAs specify that shared decision making teams are involved in **needs and asset identification, visioning, goal and priority setting, and continuous improvement**. The teams **must include** students, families, certificated and classified staff, and community-based partner and local government agency staff.⁶

There is a difference between ***consulting*** the community by seeking their input (but not necessarily implementing it) and ***shared decision making*** with the community, which provides the community with actual power to make decisions.

The [Annual Performance Report \(APR\)](#) and school and district level presentations for CCSP grantees **should be developed by each school's shared decision making team**. Shared leadership team agendas must be included with the APR and shared decision making is part of the CCSP Whole Child and Family Supports Inventory. Therefore, **compliance with the grant requires shared decision making teams**. CDE may withhold up to 10% of grant funds to ensure program compliance and will not release funds until grantees comply with all program deliverables and requirements, including submission of an APR (which cannot be done without a shared decision making team).⁷

⁵ [RFA](#), p. 16

⁶ [RFA](#), p. 27; see also [RFA](#), p. 46 [identifying authentic share decision making as a one of four proven practices that all California community schools should adopt as a threshold mechanism for implementing community schools]; [RFA](#) p. 48 [stating that the purpose of shared decision making structures and processes is to ensure that **students, families, educators, and community members collaborate on the decisions that most affect the conditions for powerful teaching and learning**]

⁷ [RFA](#), p. 10

