

Timeline for LCAP Public Review and Adoption Process

Central to the development of the Local Control and Accountability Plan (LCAP) is the continual engagement and input districts need to solicit from a broad range of stakeholders. That engagement is particularly important during the public review process of proposed LCAPs. Under the law, districts must consult with parents, school employees and students to provide comments, feedback and recommendations on proposed plans through a series of public hearings and community meetings. They are required to address the changes that were raised during the public review process; and in particular provide written answers to any questions or comments posed by the Parent Advisory Committee. The final LCAP must be adopted during a public school board meeting. The timeline below sets milestones for where districts *should* be in their public review process during select weeks.

Due Date	School district action
Week of Feb 3	Begin identifying existing stakeholder groups that can be tapped to engage in the budget process.
Week of Feb. 17	Send out invitations for the March community meeting to the general public and identified stakeholder groups.
Week of March 10	Host a community meeting to introduce LCFF and share an outline of the LCAP process.
Week of March 24	Host a community meeting to present baseline school district data and to identify the goals and metrics that will be included.
Week of April 7	Host a community meeting to discuss the district’s budget allocations based on the district’s identified goals, metrics to measure those goals and available resources.
Week of April 21	Host a community meeting to advise the district how to integrate community decisions into the LCAP Worksheet.
Week of April 28	Send LCAP and budget to the local school board for review.
Week of May 5	Present LCAP during a public school board meeting for public review.
Week of May 12	Address changes that were determined through the public review process.
Week of May 19	Send the revised LCAP and budget to local school board for review.
Week of May 19	Present Final LCAP & budget during a public school board meeting.
By July 1	Submit Final LCAP to County Office of Education.

Source: Children Now, 2014. Local Control and Accountability Plan Engagement Resource available at <http://lcff.childrennow.org/implementation/lcap-engagement-resource>