



The Guidance Charter School
 37230 37th Street East
 Palmdale, CA. 93550
 (661)285-1600

Tentative Calendar for Local Control and Accountability Plan (LCAP) Meetings/ Strategic Planning Process

****NOTE:** Dates and time may change as needed.

Dates	Time	Description and Details
JANUARY		
01/15/14	8:00 am	Executive Director & School Business Manager Meeting: <ul style="list-style-type: none"> Select Steering Committee participants (Executive Director & School Business Manager) Complete Process Planning **Additional Steering committee meetings not listed in this calendar will be scheduled as needed along the process.
01/15/14	9:00 am	LCAP Steering Committee meeting with Cabinet #1 – (Cabinet Meeting): <ul style="list-style-type: none"> Introduce LCAP Provide Ed Code about LCAP regulations Select engagement committee (all Cabinet members)
01/15/14-01/23/14	Emails	Communicate with LCAP Engagement Committee <ul style="list-style-type: none"> Define purpose, responsibilities. Identify priorities within 8 priority LCAP areas Prepare for staff meeting
01/23/14	3:30 pm At K-6 campus	LCAP Stakeholder Engagement – (Staff Meetings #1) certificated and classified employees <ul style="list-style-type: none"> Gather input from all sites and District and Community Meetings (open forums)
01/24/14	4:30 pm	LCAP Survey posted on Website. www.thegcs.org
01/28/14	3:30 pm Room #202	PTAC Gr.7-12 campus - Parent Engagement Meeting #1 <ul style="list-style-type: none"> What is LCFF? Explain the Complete Process Planning What is PTAC role in LCAP? Obtain email and contact information for PTAC Board members
01/31/14		Post Public Notice – Invitation for 02/06/14 Board Study Session
FEBRUARY		
TBD	9:00 am	Steering Committee Meeting to prepare for LCAP – Steering Committee meeting #2: <ul style="list-style-type: none"> Finalize preliminary draft
02/03/14 ??		
02/05/14	8:00 am	PTAC K-6 campus - Parent Engagement Meeting #1 <ul style="list-style-type: none"> What is LCFF? Explain the Complete Process Planning What is PTAC role in LCAP? Obtain email and contact information for PTAC Board members

02/05/14	10:00 am	LCAP Steering Committee meeting with Cabinet #2 – (Cabinet Meeting): <ul style="list-style-type: none"> • Review preliminary LCAP draft
02/05/14	4:30 pm	Email preliminary LCAP draft to PTACs, ASB, Cabinet, and Board members, and invite them to attend board study session on 02/06/14
02/06/14	6:00 pm	Community Engagement Meeting at Board Study Session – (Board Meeting #1) (Key Stakeholder groups invited: staff, ASB, PTAC, and community in general) <ul style="list-style-type: none"> • GCS Board Presentations: What is LCFF, explain the Complete Process Planning, preliminary LCAP draft, and invite stakeholders to participate in the development of LCAP final report. • Gather input from Community or staff (open forum) • Distribute Survey(s) to community
02/13/14	4:30 pm	Deadline for Survey – Survey is closed
02/26/14	4:30 pm	Staff, parents, PTAC, ASB, students, and Community input deadline for 1 nd draft – Input must be in written.
02/28/14	4:00 pm	Post Public Notice – Invitation for 03/06/14 Board Study Session
02/28/14	9:00 am	LCAP Steering Committee Meeting to prepare for LCAP – Steering Committee meeting #3: <ul style="list-style-type: none"> • Organize data from meetings, surveys, and stakeholders’ letters. • Finalize LCAP 1st draft.
MARCH		
03/05/14	9:00 am	LCAP Steering Committee meeting with Cabinet #3 – (Cabinet Meeting): <ul style="list-style-type: none"> • Review LCAP 1st draft
03/05/14	4:30 pm	Email LCAP 1 st draft to PTACs, ASB, Cabinet, and Board members, and invite them to attend board study session on 03/06/14
03/06/14	6:00 pm	Community Engagement Meeting at Board Study Session – (Board Meeting) (Key Stakeholder groups invited: ASB, PTAC, parents in general) <ul style="list-style-type: none"> • GCS Board Presentations (LCAP 1st draft) • Gather input from community members and staff
03/20/14	4:30 pm	Staff, parents, PTAC, ASB, students, and Community input deadline for Final LCAP report – Input must be in written.
TBD 03/27/14 ??	9:00 am	LCAP Steering Committee meeting #4: <ul style="list-style-type: none"> • Organize data from meetings, surveys, and stakeholders’ letters. • Finalize LCAP final report.
APRIL		
04/01/14	4:30 pm	Email LCAP final report to PTACs, ASB, Cabinet, and Board members, and invite them to attend board study session on 04/03/14
04/03/14	6:00 pm	Board Study Session – (Board Meeting) (Key Stakeholder groups invited: ASB, PTAC, parents in general) <ul style="list-style-type: none"> • GCS Board Presentations (LCAP final report) • GCS Board to approve LCAP final report • Priority action steps included in LCAP