**SAMPLE AGENDA FOR ORIENTATION AND ELECTION**

SSC Handout 7

**Los Angeles Unified School District**

**(East Valley High School)**

**School Site Council**

**(9/28/16/4:00pm/Parent Center)**

|  |  |  |
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| **I.** | **Welcome/Call to Order** | Ian DeHerrera |
| **II.** | **Flag Salute** | Ian DeHerrera |
| **III.** | **Public Comment**(Recommended two minutes each for 2-3 speakers) | Ian DeHerrera |
| **IV.** | **Orientation** | Ian DeHerrera |

* Purpose and function of School Site Council
* Roles and responsibilities of members and officers
1. **Question and Answer Session**

BREAK

1. **Election of Members**  Ian DeHerrera
	* SSC Parent Membership
	* Community Members\*
2. **Election of Officers**  Ian DeHerrera
	* Chairperson
	* Vice-Chairperson
	* Secretary
	* Parliamentarian

|  |  |  |
| --- | --- | --- |
| **VIII.** | **Announcements** | Ian DeHerrera |
| **IX.** | **Adjournment** | Ian DeHerrera |

To review or obtain copies of materials, please visit the office of East valley Senior High School. To request a disability-related accommodation under the Americans with Disabilities Act (ADA), please call 818-753-4400 EL Coordinator, at phone: 818-753-4400 or email at iandandme@lausd.net at least 24 hours in advance. Individuals wishing to speak under Public Comment must sign up at the meeting and should plan to arrive early.

**(Posted 9/26/2016 http://eastvalleyhs.com/)**