



LOS ANGELES UNIFIED SCHOOL DISTRICT REFERENCE GUIDE

ATTACHMENT E

STAKEHOLDER ENGAGEMENT AND VOTING TEMPLATE

As part of your school’s application to begin the Community School designation process, you will be required to engage the following groups: students, parents/families, school staff and community. Please use this form to demonstrate the engagement and votes of stakeholders.

Certificated and Classified School Staff

All school-site staff (certificated and classified) that are assigned to this school 50% of their time or more may vote. Attach meeting agenda. Submit a roster of employees in attendance and indicate if certificated or classified.

Date(s) of Vote:	*Total Number of School Site Staff :
Number of “yes” votes:	Number of “no” votes:

*50% or more of the staff time on campus

Student (For Secondary Schools Only)

All students enrolled in the school may vote. Due to COVID, please attach a roster of students’ names who participated in the various meetings in lieu of the voting sign-in sheet.

Date(s) of Vote:	Number of Students Enrolled:
Number of “yes” votes:	Number of “no” votes:

Parent/Family and Community

All parents, families and community members may participate in the vote. Due to COVID, please have participants “sign in” with first and last names and role in the CHAT. Save and print the Chat roster of names and attach it to this form in lieu of sign-in sheets.

Date(s) of Vote:	**Number of Stakeholders that voted:
Number of “yes” vote:	Number of “no” vote:

**Stakeholders (Parents, Guardians, Community Members)

I certify that the above information is accurate.

_____	_____	_____
Name of Principal (printed)	Signature of Principal	Date
_____	_____	_____
Name of UTLA Chapter Chair (printed)	Signature of Chapter Chair	Date