The Facts About ELAC/DELAC

Legislative Overview

- The California Legislature is committed to assuring that parents/guardians of English learners have a voice in the education of their children
- This belief is reflected in the passage of specific California Education Code and California Code of regulation sections requiring English Learner Advisory Committees (ELAC) and District English Learner Advisory Committees (DELAC) in schools and districts that educate English learners.

Legislative Overview

Intent

- Education should be a joint effort of parents, teachers, administrators, and other school staff – those whose common goal is the success of all students, as well as having the most direct and ongoing contact with those students

Legislative Overview

The Importance of an ELAC

- Some 1.4 million of California's 5.8 million K-12

students have been identified as English learners ?
For these students, the task of meeting California's high standards and levels of achievement may well require more time, more academic and financial focus, and specifically directed curricular activities.

? The ELAC provides advisement in these areas at the site level.

Establishing an ELAC

Requirements

? The law is clear that "the parents or guardians of

English learners shall elect the parent members of the school advisory committee (or subcommittee, if appropriate). The parents shall be provided the opportunity to vote in the election."

ELAC Composition

Determine the ELAC's Preliminary Size

? The law does not define a specific number of members that must serve on an ELAC. ? However, the law does state that the percentage of parents of English learners on the committee must be at least the same as that of English learners at the school.

- The law also states that parents/guardians of English learners shall elect the parent members on the ELAC.

Agenda Requirements

- Must be posted in a public place 72 hours prior to the meeting
- Includes the date, time, location, and each item of business.
- Provides time on the agenda for public comment.

Conducting the Meeting

? Provide a sign-in sheet for attendees. ? Provide copies of the agenda and all materials to ELAC members and the public

? Notify alternates that they may not vote and do not count toward a quorum.

? Follow the contents of the posted agenda.

Conducting the Meeting (cont.)

? Use an agreed upon procedure (Robert's Rules of Order) for conducting business

- Provide opportunities for all members to discuss items on the agenda.
- Maintain minutes of the meeting for 3 years.

Conducting the Meeting – Greene Act

- The council cannot act on any item that was not included on the posted agenda.
- Exception: if an action is needed and was not known at the time the agenda was posted, the ELAC may, by unanimous vote, add the item on the agenda for action.
- Questions and brief statements for clarification may be made as long as there is no impact on

students or staff.

- If these procedures are violated, upon demand of any person, the council must reconsider the item at its next meeting, after allowing for public comment on the item.

ELAC Responsibilities

- The ELAC's primary responsibility is to build the capacity of parents/guardians of English learners to assist in the education of their children.
- The ELAC advises the principal and school staff on the programs and services provided to English

learners.

ELAC Responsibilities

- Advise the principal, school staff, and SSC of the needs of English learners, including instructional and support needs.
- Advise the principal, school staff, and SSC on the development of the school plan and budget. The SSC, with input with the ELAC, ultimately approves the final school's plan and budget for submission to the Board of Education.
- Review progress of site English Learner Assessment results - (ELPAC) and reclassification results

ELAC Responsibilities

? Advise and assist the principal in conducting the district/school's needs assessment.

? Review findings and advise the school principal and staff of any program modifications. ? Advise the principal on ways to make parents aware of the importance of regular school attendance.

ELAC Responsibilities

? Elect a representative to the DELAC ? Send to and

receive information from the DELAC about various district and school programs/requirements

- Assist in developing training materials and participate in training opportunities provided by the school and the district

ELAC Responsibilities

Resolving Disagreements

- Try to resolve a disagreement at the site level.
- The ELAC or any member may request clarification on a policy/procedure from district office staff.
- The council or any member may request (in

writing) assistance from the local board of education.

- Any individual who believes that the program is not meeting the intent of the law may file a formal complaint form using the district's Uniform Complaint Procedure.

DELAC

Requirements

- Need to establish once 51 or more pupils have limited English proficiency at a district.
- Each ELAC needs to elect at least one member to the

DELAC

? Parents of pupils with limited English proficiency must make up the majority 51% percent.

DELAC

Responsibilities

DELAC's Assist and Advise on:

? Development or revisions to the District's master plan of Education program for English Learners ? Content and procedures for conducting a district wide needs assessment on a school by school basis

? District program goals and objectives for EL programs and services

DELAC

Responsibilities

- District plan which assures that all teachers and instructional assistants meet state and federal compliance requirements
- Review progress of District English Learners assessment results (ELPAC) and reclassification results.
- District procedures used to classify English Learners
- The contents of the district's written notifications sent to parents/guardians

Effective ELACS…..

? Focus on improving student achievement for English learners.

? Maintain a high degree of collaboration. ?

Provide opportunities for shared leadership. ?

Demonstrate good problem solving skills. ?

Allow for all members and the public to freely express their opinions and points of view. ?

Recognize and respect the individuality and creativity each member brings to the team.

Effective ELACS….. (con't)

? Come prepared with their materials and good

ideas.

- Communicate with the larger school community about their progress.
- Encourage the use of good listening skills.
- Seek out information from broader school community.
- Utilize a procedural guide (Robert's Rules of Order) to assure that meetings are properly managed.